





**State Teachers College
Indiana, Pennsylvania**

**Student
Handbook**

Volume XIX

1946-47

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TABLE OF CONTENTS

Foreword	3
The College	5
Greetings	7
College Government	47
Activities and Organizations	69
Athletics; Songs and Cheers	97
Scheduled Activities	111
College Calendar	115
Addresses of Faculty	156
Index	161

FOREWORD

This 1946-47 Handbook has been compiled for the students and faculty of I. S. T. C. by a committee which was appointed by the student council. An effort has been made to publish information which will be helpful to everyone.

You will note that numerous changes have been made to allow for the changing school situation.

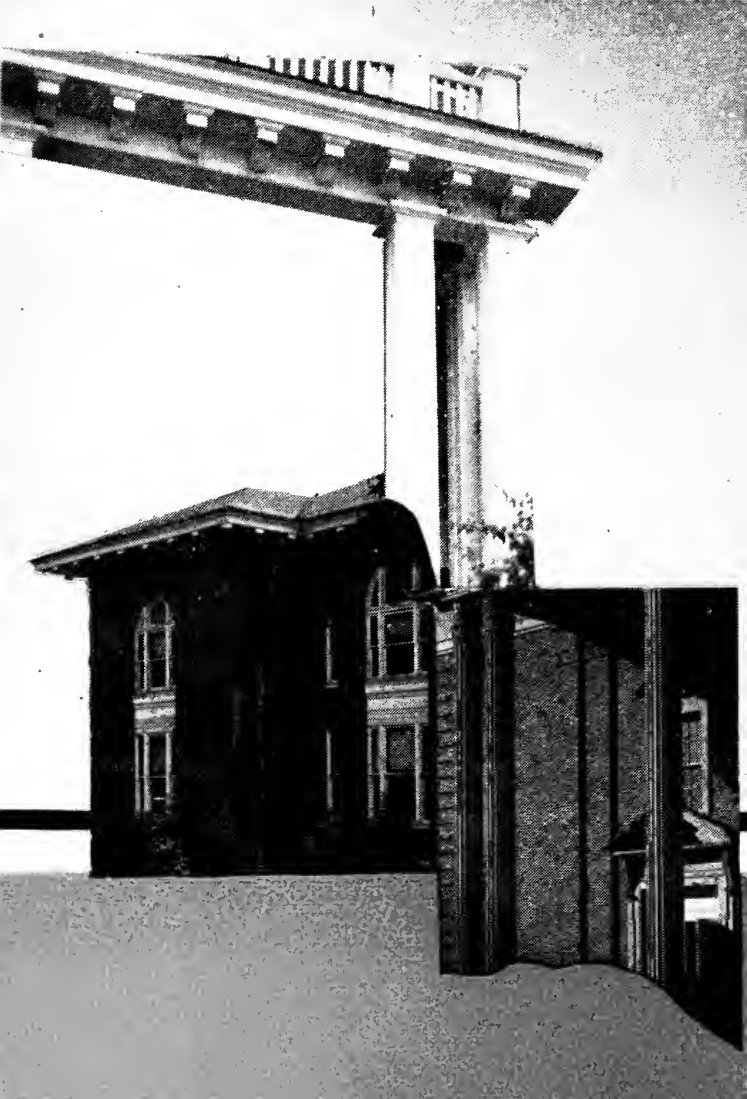
The Committee

Students:

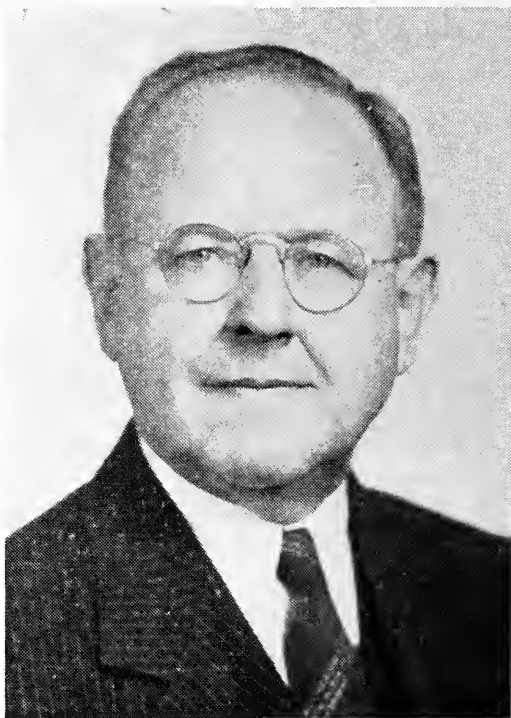
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Mrs. Louise Macdonald
Ralph Reynolds
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The College



DR. J. M. UHLER

GREETINGS

In behalf of the student body, the faculty, and the administration, I extend to you who are new students greetings and wish to express our genuine pleasure in welcoming you to the college and our anticipated joy in working with you. Indiana believes in a well-rounded student life. I hope you will avail yourselves of every opportunity to develop mentally, physically, socially, and spiritually. You will find the students and faculty friendly and willing to be helpful in any way they can.

We wish for you a pleasant and profitable four years' stay at the college and hope that you will carry away with you a preparation which will enable you to make the contribution to society so satisfying to one's peace of mind and happiness.

Most sincerely yours,

J. M. UHLER, President

SESSION CALENDAR

First Semester 1946-1947

Registration	Monday, September 9
Classes Begin	Thursday, September 12
Thanksgiving Recess Begins at Noon	
	Wednesday, November 27
Thanksgiving Recess Ends at Noon	
	Monday, December 2
Christmas Recess Begins at Noon	
	Wednesday, December 18
Christmas Recess Ends at Noon	
	Thursday, January 2
First Semester Ends	Saturday, January 18

Second Semester 1946-1947

Registration	Wednesday, January 22
Classes Begin	Thursday, January 23
Easter Recess Begins at Noon ...	Saturday, March 29
Easter Recess Ends at Noon	Wednesday, April 9
Alumni Day	Saturday, May 24
Baccalaureate Services	Sunday, May 25
Commencement	Monday, May 26

ADMINISTRATIVE ORGANIZATION OF THE COLLEGE

Joseph M. Uhler	President
Ralph E. Heiges	Dean of Instruction
John E. Davis	Director of Student Teaching, Laboratory School, and Placement
W. M. Whitmyre	Dean of Men
Florence B. Kimball	Dean of Women
William Schuster	Bursar
Mary E. Esch	Registrar
John Lingenfelter	Treasurer of Co-operative Association and Manager of the Book Store
Spear J. Davis	Superintendent of Buildings and Grounds
W. W. Eicher	Mechanical Director
Olive K. Folger	Dietitian
Blanche Daugherty	House Director
Charles E. Rink	Physician
Hazel Ober	Nurse

Directors of Divisions

LaVerne Strong	Elementary Education
Joy Mahachek	Secondary Education

Directors of Special Departments

Orval Kipp	Art Education
G. G. Hill	Business Education
Opal T. Rhodes	Home Economics Education
Irving Cheyette	Music Education

Heads of Departments

Ralph B. Beard	Education
Rhodes Stabley	English and Speech
Edward W. Bieghler	Foreign Languages
Lawrence C. Davis	Geography
George P. Miller	Health Education
Deckard Ritter	Library
Joy Mahachek	Mathematics
Thomas Smyth	Science
W. M. Whitmyre	Social Studies

Special Clinics

Guy Pratt Davis	Director of Psycho-Education Bureau
Abigail C. Boardman	Speech Clinic



HISTORY

In the legislative session of 1871 a bill was introduced and passed by the General Assembly, in conformity to the Normal School Act of 1857, permitting the establishment of a State Normal School in the ninth Normal School District, and building was completed and first opened for students on May 17, 1875. This building, named John Sutton Hall in honor of the first president of the Board of Trustees, is still in use and is in excellent condition. The steady growth of the school has caused a continuous expansion in its building program.

In April, 1920, the entire control and ownership of the school passed to the Commonwealth of Pennsylvania. In May, 1927, by authority of the General Assembly, the school became a college with the right to grant degrees, and the name was changed to the State Teachers College at Indiana, Pennsylvania.

The College is an approved and fully accredited member of the Middle States Association of Colleges and Secondary Schools and the American Association of Teachers Colleges, the two acknowledged accrediting agencies for institutions in this region.

The fact that this college is a member of these two organizations is of immediate personal importance to the individual student in two ways: first, the student may transfer college credits from one approved institution to another without loss in case

he finds it necessary to change colleges; and second, the student who is a graduate of an approved institution is eligible for a better teaching position in any of the secondary schools.

The College nows offers the following four-year curricula which lead to the degree of Bachelor of Science in Education: Elementary, Secondary, Art, Business Education, Home Economics, and Music.

ALUMNI ASSOCIATION

Since its opening in 1875, Indiana State Teachers College has graduated thirteen thousand students from its various curricula. Approximately thirty-five hundred degrees have been granted since Indiana was made a college in 1927. The support of these alumni is an important factor in the consistent growth of the college.

Alumni Associations are functioning in all parts of the country and they are making valuable contributions to the college. Noteworthy among these contributions have been the Jane E. Leonard Memorial Loan Fund which lends money to worthy Juniors and Seniors; the organization of a project to place a pipe organ in the New Auditorium; contributions to the fund for service men; and maintaining contacts with high school students for the purpose of interesting them in teaching. The Organ Project has been completed and the organ will be installed as soon as government restrictions on materials and labor are removed.

Indiana now has an Alumni Office which was equipped by the General Alumni Association. The president of the Association is Miss Angie Marshall of Leechburg, Pennsylvania.

Alumni Day and Homecoming are sponsored jointly by the college and the alumni. Each year class reunions feature both days. Returning alumni are always welcome on Indiana's campus.

VETERANS' INFORMATION AND REGULATIONS

(Veterans Counselor: L. H. Schnell)

I

General

The office of **Veterans Counselor** has been established to provide veteran trainees with assistance in all matters relating to their status with the College and Veterans' Administration under Public Laws 16 and 346. Records are maintained which serve as a basis for numerous reports to Veterans' Administration authorities in the Johnstown Sub-Regional and Pittsburgh Regional offices. Reports and information from the faculty and various college offices are sent to the Veterans Counselor to be forwarded to Veterans' Administration officials. Except with regard to veteran benefits, a veteran student has the same status as a non-veteran. He comes under the same jurisdiction of the Dean of Men or Dean of Women as a non-veteran. Like-

wise, the Dean of Instruction, and not the Veterans Counselor, decides upon accreditation, and all academic matters. Certain matters are reported by the Dean to the Veterans Counselor when they relate to a veteran's status under the "G. I. Bill." While the Veterans Counselor is ready to discuss any college problem with a veteran, the final authorization for action must come from the proper college administrative officer responsible.

A Veterans' Administration Advisement Center operates in the basement of Wilson Hall (the Library). This center serves veterans of five surrounding counties. Veterans are given appointments by the Johnstown and Pittsburgh VA offices and report for vocational testing and advisement. This center is **not** a contact office for veteran students regarding subsistence pay, college problems, veteran claims, etc. Students may feel free, however, to request information at the center regarding training facilities at various colleges and universities throughout the United States. Furthermore, every veteran is entitled to Vocational Advisement and may request an appointment for this service. Obviously veterans with service-connected disabilities who are in need of vocational guidance and training will be given priority. Due to a backlog of appointments, it may be several weeks before an appointment can be met. Students in training at Indiana who voluntarily request advisement are **not** automatically excused from classes to secure this service. The staff at the Center will arrange appointments during hours when the veteran has no classes.

A VA Training Officer calls at the Veterans Counselor's office once each month. Public Law 16 trainees must be interviewed by the Training Officer during these official visits. It is the responsibility of each P. L. 16 trainee to get an appointment from the Veterans Counselor when informed through the college bulletin of the date the Training Officer will call.

The Training Officer is very helpful in securing important information in individual veteran's cases. Public Law 346 trainees should call during hours announced in the college bulletin or they should be sure that the Veterans Counselor has full information to present in cases relating to entitlement, transfer, subsistence, unacknowledged claim documents, or questions relating to part-time employment.

Once you have enrolled for training, you cannot transfer to another institution **under the "G. I. Bill"** until you follow certain specific procedures, described later. Furthermore, if you begin training in one course you cannot transfer to another course, and retain full veteran benefits, until you secure Veterans' Administration approval. This approval is secured through the Veterans Counselor by the method outlined below. (For example, a Music Education student cannot transfer to the Business Education curriculum without VA approval, **after** first securing approval for the transfer from the local academic authorities.)

Daily absence records are kept and reported to the Veterans Counselor. The Training Officer

checks these records each month and secures a special report in all cases of excessive absence. Excessive absences lead to deductions from subsistence pay. While Veterans' Administration regulations are more than liberal and fair, it is the responsibility of the trainee to report for the training the Government is paying him to secure. (See regulations regarding absences versus leave pay.) Veterans who are absent on official or recognized college business such as on varsity athletic trips, attending bonafide conferences, etc., are reported to the Dean of Instruction by the faculty sponsor. Approved lists are forwarded by the Dean to the Veterans Counselor and veterans involved are not charged for such absences. All other absences are charged against the veteran, and faculty members report all failure to attend credit classes, as well as non-credit required activities.

Failure to maintain institutional academic standards or dismissal for improper conduct must be reported promptly to Veterans' Administration authorities. Dismissal for either of the above reasons automatically terminates a veteran's entitlement to training under the "G. I. Bill." He **may** be reinstated after he has had "advisement" and after securing a letter of admission to another school.

IMPORTANT — It is illegal to receive unemployment compensation while receiving subsistence from VA during periods of training or when receiving vacation or leave pay. Be sure to cancel unemployment compensation one day prior to the date you begin training and do not request re-

instatement until the date your VA pay terminates. Furthermore, failure to report full-time employment while receiving VA subsistence constitutes a fraudulent claim against the Federal Government and leads to embarrassing consequences.

It is reported that some institutions require veterans to pay all their fees, subject to refund after VA pays the institution. All veterans attending Indiana are credited with deferred payment of contingent, tuition and activity fees, as well as for books and supplies, when they present a Certificate of Entitlement or a Letter of Authority. The college can recover the full amount advanced only if trainees cooperate fully in keeping all records accurate. **Amounts rejected for payment by VA are automatically chargeable to the veteran.** It is therefore essential that each veteran report certain information to the Veterans Counselor promptly.

II

Report to Veterans Counselor Promptly

- A. ANY change of college program authorized by the Dean of Instruction. (The schedule you filed when enrolling, as well as subsequent changes, must be reported to VA and must always be accurate as to courses being taken, semester hours of credit for each course, place and time of meeting, as well as instructor.)
- B. Receipt of first subsistence check after your first enrollment under the "G. I. Bill" and the first check after a re-enrollment following an interruption of training. (Periodic reports are for-

warded to VA listing those not yet in receipt of subsistence.) (At the time you report receipt of first check, a record form will be supplied. **Keep an accurate record of ALL VA checks received.**)

- C. Unaccountable delay in receipt or inaccuracy of subsistence check. (Public Law 346 trainees receive: \$2.17 if single or \$3.00 if married for each day in training, on authorized vacation or leave.)
- D. Approval of pension.
- E. Increase or decrease in pension.
- F. Request to appear at the Veterans' Administration for physical examination or Advisement.
- G. Illness, injury or accident if you are a P. L. 16.
- H. Change of home or local address. (Checks are always sent to the last address on record with VA.)
- I. Necessary absences of more than three days known beforehand. (Except when on authorized college trip.)
- J. Absences due to illness which exceed three (3) days. (Telephone or write a card. Unexplained absences may lead to an interruption of training report and removal from the VA pay roll.)
- K. Return from an absence of more than three (3) days.
- L. Information that you are to be approved for transfer to P. L. 16.
- M. Plans to transfer to another curriculum or another institution.
- N. A desire to secure leave pay at withdrawal from college or at the end of college semesters.

- O. Marriage. (Certain documents must be filed before VA will increase subsistence payments. If planning marriage, request information about documents needed to file claim.)

III

Textbooks and Supplies

- A. Textbooks are furnished **only** for classes on your schedule and only those textbooks which are **required of all** other students taking the same class..
- B. If the same text is used in the second of sequential courses that was issued for the first course, no new book will be issued.
- C. Supplies are furnished if they are needed by **all** other students in the same course. The supplies cannot be of greater value or quality than required of all other students. (A de luxe painter's kit cannot be produced at VA expense, for example, unless de luxe kits are required of all students.)
- D. Gymnasium shoes and clothing are not chargeable to VA even though they may be required for a course.
- E. Caps and gown (as well as diploma fees) are available at VA expense.
- F. Key deposits, and charges for lost keys or other equipment, cannot be charged to VA.
- G. Laboratory breakage fees must be paid for by the veteran. The item will be charged to VA and the amount paid by VA to the college will be refunded to the trainee.

- H. Textbook authorizations are issued as soon after enrollment as possible and will be turned over to the Manager of the Bookstore. Only books reported by the instructor as required for a given course will be authorized for the courses on the trainee's schedule. Call at the Bookstore within 48 hours after completing enrollment to secure textbooks that have been authorized. Authorizations will not be issued after the first week. Changes in textbooks necessitated because books are not available from publishers will be reported by instructors to the Veterans Counselor via the Dean of Instruction. These reports will include name of course, text previously ordered, text to be substituted, and the names of veterans involved. Corrections on authorizations will be made. The veteran does not need to report personally such changes.
- I. Charges for supplies exceeding normal and reasonable amounts will be disallowed by VA and will be charged to the veteran.
- J. Supplies and texts issued are for the veteran's personal use.
- K. Supplies and equipment used in extra-curricular activities cannot be charged to VA. For example, a Secondary Education Curriculum student cannot secure books and supplies for orchestra or choir while such items will be paid for by VA if a Music Education Curriculum student is required to participate in such non-credit activities. Similarly, an athlete cannot secure special equipment at VA expense for use in intramural or varsity sports.

- L. Books, supplies and equipment to be charged to VA can be secured **only** from agencies approved by the Bursar. The Bookstore is generally the authorized agent but in some cases arrangements are made between the Bursar and the Head of a Division to issue special supplies. Purchases made at retail stores, and at the veterans own initiative, cannot be billed directly to VA or through the Bursar.
- M. Textbooks must be secured as soon as they are available at the Bookstore. Authorizations become void 10 days after a book is available to a veteran but is not drawn.

IV

Changing Curriculum

- A. Get written approval to change curriculum from the Dean of Instruction. This approval must include the reason why the change is requested and must also state if additional time will be required to secure a degree. Before the approval is given, the Dean will require the trainee to consult Division Heads who supervise both curriculums involved. First, however, see the Dean.
- B. Take the Dean's written approval to the Veterans Counselor, who will prepare the necessary request to VA. **LAST MINUTE CHANGES CANNOT BE GRANTED.** Start proceedings at the earliest possible moment.
- C. A trainee who changes courses without VA approval will be interrupted in training and will

pay all fees until VA approval is secured.

- D. In transferring between institutions, change in course (curriculum) must have VA approval.
- E. VA regulations require Advisement for each change of curriculum. It may take from six to eight weeks for the Veterans Counselor to secure an appointment for Advisement and another month to secure final approval or disapproval. **Start proceedings early.**

V

Transferring to Another Institution

- A. Secure a written statement that you will be accepted at the institution you wish to attend.
- B. See the Veterans Counselor for a written statement regarding your academic status at Indiana.
- C. Present these statements at the VA Sub-Regional office in Johnstown (or mail to Attention: Training Sub-Division) with the request that a **Supplement Entitlement** be issued. (Such supplements are issued only **after** the veteran has interrupted training at Indiana.)
- D. **IMPORTANT** — Trainees who return to Indiana after attending another college under VA must present a Supplemental Entitlement at the time of re-enrolling or pay their own fees and purchase his own books and supplies. Rebate may be made if issue of the Supplement was delayed in VA, provided it is in proper order upon receipt.

· VI

Interruption of Training

Eligibility

Subsistence

- A. Entitlement is reduced by one day for each day a veteran receives subsistence pay. (This includes pay while actually in training, for college vacation periods of less than sixteen days, for periods between semesters of less than sixteen days and for pay granted during authorized leave.)
- B. Interruptions are reported as of the day the last class was attended.
- C. An interruption report automatically removes a veteran from VA subsistence pay-rolls. (Pension allotments are not affected.) Upon return to training, after interruption, papers must be re-adjudicated with consequent delay in receiving the first check.
- D. Subsistence pay begins on the date a trainee enters training, which excludes Registration Day. For a previously enrolled student, it is the day he starts classes. For new students, it is on the day he is required to report for tests and other orientation activities required of all new students.
- E. Three semester hours carried during pre- and post-sessions or five hours or more carried during the six week regular summer session constitutes a full load and carry full subsistence pay of \$65 or \$90.

- F. Leave pay is allowable only after an interruption in training and not during college vacations granted during semesters or for authorized periods between semesters when training is not officially reported as interrupted.
- G. Leave will accumulate at the rate of $2\frac{1}{2}$ days per month of training; but absences are deducted from the total accumulated leave. Leave will not exceed 30 days per calendar year and is not cumulative.
- H. Leave is not automatic, but must be applied for when training is interrupted. Forms for applying are obtainable at the office of the Veterans Counselor and application must be made at least a week before interruption to allow time for completing the "paper work."
- I. **IMPORTANT** — Each day for which leave pay is given is deducted from the period of Entitlement. In other words, the total period of entitlement is reduced the same number of days for which leave is paid. (See item A above.)
- J. Veterans who continue through the three summer sessions and return, on time, for the fall semester, will not "interrupt training" unless it is specifically requested in order to conserve entitlement.

VII

Seniors

- A. Graduating seniors must pay the full deposit fee for caps and gowns but will have the full

amount of deposit rebated when the academic gear is checked in. The fee required of all seniors will be paid by VA.

- B. Purchase of Commencement invitations and announcements is an optional and personal matter, not chargeable to VA as supplies.

VIII

Trainees Under Public Law 16

P. L. 16 trainees must not interrupt training without securing VA approval. Failure to secure this approval may lead to cancellation of training authorization. See the Veterans Counselor for specific information.

IX

Housing

Information about housing vacancies is listed with the Secretary to the President. The college assumes no responsibility regarding the type of accommodations or rental costs. Such details are strictly the affairs of the veteran and the landlord. The above is merely a courtesy service extended in an effort to assist married veterans to locate possible accommodations. The same policy holds also for single veterans who are required by the Dean of Men to secure their own rooming accommodations.

X

Late Enrollment

- A. Late registration fees will be collected for each regular semester and summer session for each late enrollee. Veterans' Administration will not pay this fee.
- B. In no case will a late enrollee be reported as beginning training prior to the actual time he **BEGINS CLASSES**. Furthermore, a previously "uninterrupted" trainee, who is late in enrolling, will be reported as interrupted and the report will be sent on the day he was due to enroll. Such veterans are immediately removed from the pay roll.
- C. The only exceptions to item B above are:
 - 1. Special written permission to enroll late issued by the Dean of Instruction and a signed copy filed personally with the Veterans Counselor before the date of enrollment. Such permission will not forestall report of interruption at the end of sixteen days after date of last class attendance. Furthermore, a full day of absence will be charged for those previously uninterrupted trainees for each day he is late in beginning class work.
 - 2. Late enrollment due to death in the immediate family or illness of the veteran must be reported by telephone or telegram to the Veterans Counselor. Report of interruption will be sent in at the end of the legal maximum vacation period if the trainee has not

returned and a full day of absence charged for each class day missed if he returns before the interruption report is filed. The above reason for late enrollment does not excuse one from payment of late registration fees unless specifically authorized by the Dean.

GENERAL INFORMATION

The College Laboratory School, located on the campus, is an integral part of the college. The school which is housed in a modern building, includes a primary, an elementary, and a junior high school department. In all departments teaching facilities are provided for Art, Music, and Home Making under special supervisors of those subjects. In the junior high school provisions are made for Business Education, Latin, French and Spanish. The school has a fine gymnasium, an excellent library, and a well-equipped shop.

In the junior high school, college students have the opportunity to engage in a well-rounded social program planned and operated in a democratic way by pupils, supervisors, and teachers.

Testing Program for Freshmen and Other New Students — All new students except those transferring two years' credit are required to take a series of tests during the first few weeks of school. The program includes a psychological examination; tests in English and reading, social studies, natural science, and mathematics; and personality and interest inventories. These tests are for the purpose of measuring students' background in the above

fields, and for classification and guidance. The results of the tests are made known to the students through their advisers.

Freshman Week — The first three days of the first semester have been set aside as "Freshman Week." During these days new students will complete their registration, secure their programs, and take health examinations. Other activities will include a get-acquainted party, a convocation, and movies. Orientation helps will include social conferences, counseling, library service, and reports of health examinations. A portion of time will be given over to tests.

Freshmen Customs are observed during the first month of school. They are sponsored by Student Council working through the Sophomore Class. Faculty advisers are Dr. Dorcas Hall and W. M. Whitmyre. At a Freshman Class meeting soon after the beginning of the semester, the program of customs is discussed.

Transfer of Credits — Credit will be given students transferring from other accredited colleges in so far as these credits will fit into the curriculum chosen by the student in this college. No credit can be approved for any course in which the grade received was the lowest passing grade in the school in which the work was taken.

Advisory System — Each student has frequent contact with the faculty adviser, who assists him with his program and advises him in curricular,

scholastic, and personal problems. One hour each week is definitely set aside for group advisory meetings and advisory conferences. Each upper-class student has an adviser from the field of his major interest.

Grading System for the Student

Explanation of Grades:

"A" indicates an excellent grade of work.

"B" indicates a good grade of work.

"C" indicates a satisfactory grade of work.

"D" indicates a low grade of passing work.

"F" indicates a failure and no credit shall be given for the course so marked until it has been repeated in the regular way.

"I" is given to students whose work in general has been satisfactory, but who because of illness or other satisfactory reasons have been unable to complete the required work. All I's must be removed within two months after the opening of the next semester that the student is in college.

Quality Points:

Quality points are assigned as follows: Grade A, 3 quality points per semester hour; B, 2 quality points per semester hour; C, 1 quality point per semester hour; D or F, no quality points.

Application of Quality Points:

In general, a "C" average, that is, one quality point for each semester hour of credit, is the minimum requirement for eligibility for:

- a. An office in a student organization.

- b. Participation in activities representing the college in public.
- c. Membership in sorority and fraternity.
- d. Junior standing.
- e. Student teaching.
- f. Graduation.

Absence and Tardiness — In case of absence or tardiness the student will fill out a blank (see page 153) and present it to the teacher for admission to the class.

The teacher will pass judgment on the merits of the excuse and handle the matter accordingly.

The blanks will be available at places where needed.

This plan puts the responsibility first upon the student, second upon the teacher, and third upon the Dean of Instruction, who may in turn furnish the adviser and the Dean of Men or the Dean of Women with whatever information is necessary for their follow-up.

Whenever a teacher feels that any student has been absent or tardy to an extent that might endanger the student's scholastic standing, such teacher will report the fact promptly to the office of the Dean of Instruction, furnishing all information necessary and expedient to cover the case.

Junior Standing — Formal admission to Junior Standing is a requisite for continuing the program in teacher education. This marks the time when the professional work is intensified. Fourth semester

students will make application for admission to Junior Standing, for which they are required to meet the following qualifications:

1. The scholastic record must be "C" average or better for the first two years' work.

2. A "C" average must be attained in English courses or a satisfactory score made on the Sophomore English Test.

3. Adequate background as measured by the Sophomore Tests (December or March.) in English, General Culture, and Contemporary Affairs must be shown. Students who rank low in all three tests will be required to take an additional three hour course and to repeat the Sophomore Tests.

4. A personality that is satisfactory for a teacher must be in evidence. Reports of six or seven members of the faculty form the basis for evaluating this factor.

5. Evidence of physical stamina and freedom from physical defects that may interfere with the duties of a teacher must be presented.

6. The voice must be pleasing and free from objectionable qualities.

7. A well balanced record of extra-curricular activities must have been developed.

8. The student shall meet the specific requirements of his curriculum and the courses prescribed for the first two years.

Students who fail to meet the above requirements will be given one semester plus summer sessions to make them up. Students who fail to clear their deficiencies at the time of their second application will be denied further professional training

leading to certification until the deficiency is made up.

Credentials will be examined by the committee on Professional Standards and decisions will be reached on the basis of all evidence available.

Eligibility for Student Teaching — No student will be permitted to do student teaching unless he holds a Certificate of Junior Standing. Also, he must continue to have a "C" average.

Student teaching in the summer session is restricted to those who have had previous student teaching in this school or several years of actual teaching experience. Application to do student teaching during the summer session should be made before May 15.

Placement Service — The services of the Placement Bureau are available to all students who are certified to teach. The directors of the various departments take an active interest in the placement of their graduates. Co-ordination of effort is secured through a central committee. Although teaching positions are not guaranteed by the college, Indiana's record of placement is one of the very best in Pennsylvania.

The Placement Bureau with offices in the Laboratory School is in charge of John E. Davis.

The Bookstore carries all the textbooks used in the various classes. The management of the Bookstore is based on a co-operative student basis and is directed through the Student Co-operative As-

sociation. Classroom accessories are available at nominal prices. The Bookstore is open from 8:00 A. M. to 5:00 P. M. daily except Saturday, at which time it closes at noon.

The College Post Office is located on the first floor of John Sutton Hall. This is a branch of the City Post Office and is open each week-day except Sunday.

The Student Bank — A department of the Co-operative Association known as the Student Bank is also operated in the office of the College Bookstore. Students receiving money from home and not wishing to take the risk of carrying sums of money on their persons or leaving it in their rooms may deposit it in the bank and withdraw it as needed by the issuance of a check.

A nominal charge is made for this service to help defray the expense of insurance, etc. Students are urged by the faculty and administration of the college to use this service as a precaution against loss.

The Students' Central Treasury Office serves as a bank for student organizations, making available on the College campus all the services, necessary business papers, and standardized procedures for the administration of extra-curricular finances. The office is in charge of John Lingenfelter, Co-operative Treasurer, who is directly responsible to the President.

Services of the Students' Central Treasury in-

clude installation of accounting records, uniform continuation between business officers and their successors, systematic methods for handling money, and general assistance to organization officials in keeping their financial activities on a sound business basis.

Organization treasurers are required to write receipts in duplicate for all dues, fees, assessments, etc., which they collect or receive. They give the original copy of the receipt to the person from whom the money is received and retain the duplicate copy.

All disbursements are paid by check, typed in duplicate by the Central Treasurer or his assistants, upon submission of treasury orders by organization treasurers. The Central Treasurer retains the carbon copy of the check, countersigns the original and returns it to the organization's treasurer who signs with the sponsor.

From handling the vouchers evidencing receipts and disbursements, organization treasurers gain valuable experience in cash routines as well as in keeping a simplified cash book for extra-curricular accounts.

Lost and Found — Students should report the loss of property immediately to the custodian of the building in which the articles were lost. Articles found should be handed to the Dean of Men or to the Dean of Women.

The Telephone Office is located on the first

floor of John Sutton Hall. Addresses of the faculty members as well as the names and room numbers of the students may be obtained here. Telegrams are also received at this office for immediate delivery. Pay stations are located in John Sutton Hall. Dormitory students please note telephone service for Resident Women on page 55.

Social Rooms—A number of rooms are provided in John Sutton Hall for recreation and visiting.

1. Mademoiselle Room—A game room for girls is on the ground floor of John Sutton Hall. Ping-pong tables, a pool table, game table, and games are provided. This room is open daily at hours posted. There is also a game room in Clark Hall.

2. The Den—A smoking room for girls on the ground floor in John Sutton Hall is open daily until 10:00 P. M. except during the evening study hour. This room is maintained and managed by students who use it.

3. Social Rooms are closed to students on study evenings at 7:30 unless the student is taking her social privilege and has so indicated in signing the list.

4. Men calling for women students are requested to wait in one of the social rooms and keep entrance halls clear.

5. **Coat Rooms** adjoin Recreation Hall and Reception Hall. Students are requested to hang wraps there and keep rooms in orderly condition.

6. **Lounges** are open for student use daily until 7:30, Friday and Saturday until 11:00, and Sunday until 10:00. When taking an evening privilege Monday through Thursday, North, East, and South parlors may be used. At all times students are expected to exercise good taste in conduct.

Commuters Lounge — For the use of Non-resident women there is a pleasant four-room suite on the ground floor of John Sutton Hall. The suite consists of a Powder Room, a Mexican Dining Room, a Quiet Room provided with cots, and a spacious well-furnished Lounge, with radio, sofas, chairs, magazines, and study facilities.

The Esquire Room, established at the West Entrance to the Dining Hall, is available to all men for mild recreation, smoking, and relaxation. A collection of war souvenirs from students who were formerly in the Service is in progress and will be kept in this lounge.

The College Infirmary is located on the fourth floor of John Sutton Hall. Registered nurses are on duty. Students are expected to consult the nurses before visiting a doctor or dentist in order that the infirmary will have a complete health record. If a student is ill and unable to attend classes, she is expected to report to the Infirmary before classes convene. Emergency illness or accident

should be reported to the Infirmary immediately. Commuting students are given free dispensary service and may be admitted to the Infirmary for emergency hospitalization, for which a fee of \$2.00 per day from the first day is charged.

Except in cases of emergency students should call at the Infirmary during office hours.

Physicians and surgeons are within easy reach.

Infirmary Hours

Week-day

7:30- 8:30 — A. M.

10:30-11:30 — A. M.

1:00- 2:00 — P. M.

6:30- 7:30 — P. M.

Sunday

9:00-10:00 — A. M.

7:00- 8:00 — P. M.

Visiting hours daily, by permission, 4:00-5:00 P. M.

The Library — Large light reading rooms on the second floor of Wilson Hall Library afford ample opportunity for a large portion of the student body to read in comfort. The plan has been to place the most-used books on shelves readily accessible to students using these reading rooms. Other books are kept in the stacks on the ground floor. The main desk on the first floor is the functional center of the library. After the student looks up his book in the catalog, which is also in the main hall, he gives the call number to the desk

attendant, who by means of a file kept here, tells him the exact location of the book.

The Periodical Room, the Reserved Reading Room, Curriculum Materials Room, and the Pennsylvania Room, in which the materials owned by the History Society of Indiana are kept, are on the first floor, opening into the main hall.

With the exception of a few books, which are reserved for special purposes, all books circulate for two weeks. Unbound periodicals circulate for one day.

Help in using the library and its resources is gladly given by the library staff at any time.

Hours

7:45-5:00; 7:00-9:00 Monday through Friday.

7:45-5:00 Saturday.

2:30-5:00 Sunday (for reading and study only).

The College Lodge plays an important part in the instructional and recreational life of the college. Owned by students and faculty, this 100 acres of wooded hillside, with its rustic lodge and three shelter houses, not only offers opportunity for study by nature and conservation classes, but is in demand for picnics, meetings, and winter sports.

Organizations are invited to use these facilities. All arrangements for the use of the lodge should be made through the office of the Dean of Women.

Groups Eligible to Use Property —

1. Any student group (social, educational, etc.) with a faculty sponsor.

2. Alumni — any organized unit or group.
3. Faculty — as an organized group, as a group with faculty predominating, and as a family group.
4. Students with their families may be permitted to use outside shelters on occasion, if arrangements have been made and permit granted.

Conditions for Use of Property —

1. Permit card must be presented to the caretaker whenever shelters or lodge buildings are used.

2. Reservations to be made in advance with the office of the Dean of Women so that the caretaker can be notified of any necessary preparation.

3. Permit card to be obtained in the office of the Dean of Women.

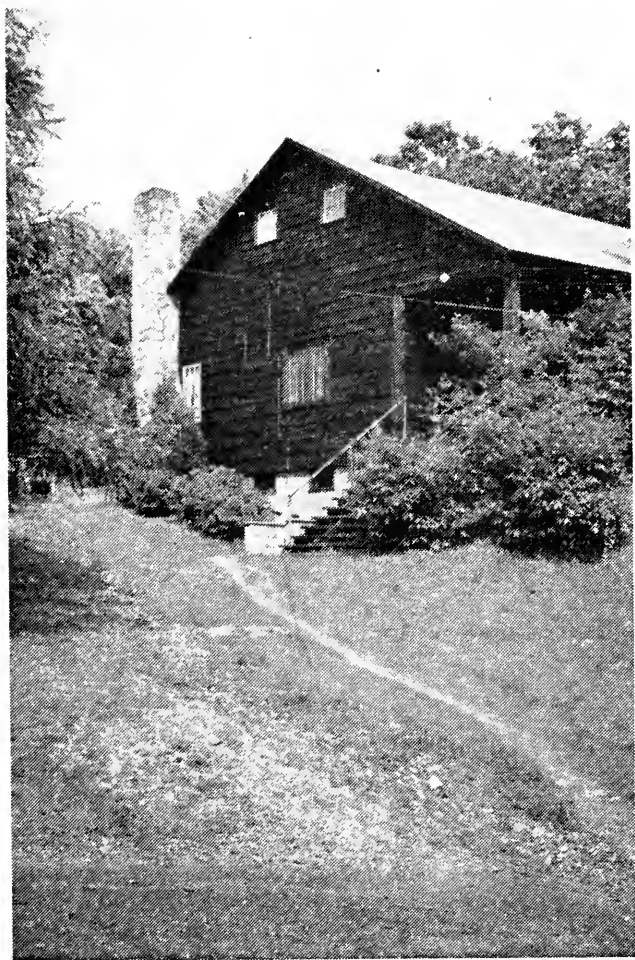
4. Caretaker is held responsible for enforcing regulations for use of lodge property, and those using the property are responsible to him for its use.

5. Anyone on the property at any time must be ready to identify himself at the request of the caretaker ("I" card).

6. In order to discourage outsiders, a chain will be placed across the road during the night unless there is a reservation for the evening.

Board of Directors —

J. M. Uhler	President of the College
Florence B. Kimball	Dean of Women
John E. Davis	Director, Lab. School
William MacDonald	Pres. Senior Class
William Curley	Pres. Junior Class



College Convocations are held weekly in the Auditorium on Tuesday at 10:00 A. M. At this time the College presents the best available speakers, artists and musicians. Student attendance at assemblies is required. The **Daily Bulletin** and the **Indiana Penn** carry announcements about all convocations.

Radio Broadcasting continues as an established activity of the college. The programs originate at Station WDAD.

These broadcasts provide classroom work for schools of the listening area, as well as furnishing practical laboratory experience for the students and faculty in the techniques of script writing and broadcast production.

The Speech Clinic, located on the first floor of John Sutton Hall, is designated to help students improve their speech. Those who fail to pass any part of the oral performance tests of the entrance speech examination are given probationary rating and therapy is instituted by the clinician to help such students overcome their difficulties.

In addition, the clinic is open to any student who desires speech improvement. Clinic hours are posted at the beginning of each semester and all students are welcome to avail themselves of this service. All conferences are in groups.

The Psycho-Educational Bureau is located on the ground floor of Wilson Hall. Students are invited to avail themselves of the opportunities pro-

vided for a study of their reading abilities, aptitudes, and personality-adjustment patterns. Opportunity is given for any student to come to the Bureau on his own initiative and to make appointment for conferences. It is the desire of the staff of the Psycho-Educational Bureau that its facilities be used by all individuals who wish to improve themselves in their preparation as teachers and as personalities.

Student Employment is handled through the Bursar in the Business Offices of the college. Deserving students may secure part time work, which enables them to earn money to help defray college expenses. The college employs student help for work in the Bookroom, Dining Room, Kitchen, Laundry, Library, Telephone Office, and Laboratories. The number of jobs available is limited, and application must be made to the Bursar of the college as early as possible. Only in rare instances should students expect to work during their first semester at Indiana. Juniors and Seniors are urged to make use of the various loan funds.

A few students are permitted to work in private homes for their room and board. Arrangements for such jobs should be made with the Dean of Women prior to registration.

Fire Drill Regulations — A fire drill is observed one day each month by all college personnel. This is required by state regulations. Fire drill directions are posted in each hall of the college buildings. Students are expected to act promptly according

to directions. Students should become acquainted with the proper exit from any location in the buildings on the campus.

A student should be appointed in each class to open and wedge the door when the alarm rings.

Teachers should be the last out of the room and should be sure that all windows and doors are closed upon leaving. Lights should be left on.

Students should leave the building as rapidly as possible and keep moving until they are at least 50 feet from the exit.

Teachers are urged to leave the building the same as students and to assist by keeping all exits cleared and by asking students to keep moving until they are **50 feet** from the building.

Teachers in rooms where there are fire escapes when the alarm sounds. The teachers in charge of are responsible for having doors leading to the fire escapes opened and blocked open immediately the Chemistry Laboratory are responsible for the doors of the fire escape adjacent to the Laboratory.

It is an important duty of the Fire Chief in each building to see that all external fire escapes and other exits are not made impassable by snow, ice, debris, etc., and are in good working order.

Bus Service — Indiana is well served by several bus lines. Connections may be made in Indiana for points east, west, north, and south. A few

of the lines operating in and out of Indiana are:

Blue Ridge Lines (Hess Restaurant Terminal) makes connections with Greyhound Lines at Blairsville.

Edwards Lakes-to-Sea Stages (Hess Restaurant Terminal)—service to and from Johnstown, Butler, and New Castle.

Route 80 Shortway—Barnesboro and Cherry Tree (north); Pittsburgh (south). Information concerning schedules and tickets may be secured at the college Book Store. Passengers are received and discharged at the north gate of the campus or at Deed's.





College Government

**ASSOCIATED STUDENT
GOVERNMENTS
of the
STATE TEACHERS COLLEGE
OF PENNSYLVANIA**

The Student Council of Indiana is a member of the Associated Student Governments of the State Teachers College of Pennsylvania. The purposes of this organization are: to promote a high degree of cooperation among the students, faculties, and administrations of the member Colleges; to promote the development of more democratic student governments in those Colleges; and to provide for the unifications of action through the Association.

STUDENT GOVERNMENT

Student Council — Student Government has been functioning under the recommendations of a Student Participation Committee composed of five faculty and six student members. A new constitution was suggested by this committee and drawn up by Student Council in the spring of 1943, but due to war conditions and changes, has never officially been accepted by the student body.

Representatives to Student Council are drawn from the various departments — one representative for every fifty members — and the presidents

of the various classes, the Resident Women's League, the Non-Resident Women's League, and representatives from the men students on campus.

Members of the Council

Art

Dan Schell

Business Education

Arlene Sayers

Ruth Fogie

Flora Santucci

Frances Peterman

Elementary Education

Dorothy Heffley

Jeannette McElroy

Jane Lyons

Home Economics

Fred Stokes

Gertrude Houk

Nellie Shaffer

Music Education

Ethel Jane Naylor

William McDonald

Maxine Beebe

Secondary Education

Jane Bowman

William Cornell

Robert Reynolds

Class Presidents

Senior Class — William McDonald

Junior Class — William Curley

Sophomore Class — John Strandberg

Freshman Class — To be elected in fall

Presidents of Leagues

Women's Resident — Nellie Byers.

Women's Non-Resident — LaVerne Zimmerman

Student Men's Representative — To be elected.

Officers of the Council

President Fred Stokes

Vice-President Jane Bowman

Sponsor W. M. Whitmyre

The Student Cooperative Association — This association was organized in 1933 for the purpose of planning and financing the general extra-curricular activities of the college. It makes possible the publication of the Oak and the Penn, finances the athletic program, the enteraining program, and the Cooperative Book Store. Each student automatically becomes a member on payment of the regular semester activity fee. The "I" card issued to each member is a ticket of admission to all athletic events and entertainments and entitles the member to the regular issues of the Penn and a copy of the Oak.

The association is governed by a finance committee of six students and three faculty members. The student members of this committee are appointed by the president of Student Council; the faculty members are appointed by the president of the college. This committee makes an annual budget and controls the expenditure of the funds of the association.

RESIDENT WOMEN'S LEAGUE

Organization — The Resident Women's League is composed of all boarding women. Representatives are the hall presidents, elected at the beginning of each semester, and the officers elected by all members in the preceding spring.

Hall meetings are regularly scheduled for the second Tuesday of each month. All girls are expected to attend.

The League Council works with Miss Kimball, the Dean of Women, who is an ex-officio member, in the promotion of comfortable and happy dormitory life.

President	Nellie Byers
Vice-President	Janet Mullen
Sec.-Treas.	Arlene Sayers

The Women's Advisory Board is composed of resident women nominated by the League and elected by popular vote, and the Presidents of the Resident and Non-Resident Leagues. The Board proposes or suggests matters for League consideration and deals with infractions of College rules.

Any student who does not cooperate with the regulations set forth by the League will be called before the Advisory Board for action and penalty.

Members

Seniors:

Betty Jo Mitchell
Mary Margaret Novick
Geraldine Ziegler

Juniors:

Zoe Ross
Kitty Ann Novick
Lois Dobson

Sophomores:

Evelyn Jones
Dorothy Billups

President of Resident Women's League:

Nelle Byers

President of Non-Resident Women's League:

LaVerne Zimmerman

Adviser:

Dr. Dorcas Hall

REGULATIONS ADOPTED by the RESIDENT WOMEN'S LEAGUE

I. Dormitory Regulations

A. Quiet Hours:

1. During class hours 8:00-4:00 and study hours 7:30-9:30; and after 10:00 P. M.
2. All day Sunday.
3. 10:00 P. M. means being in one's own room and quiet. The 10:00 is extended to 11:00 on Saturday night.
4. Typewriters and radios may be used until 10 P. M. daily; Saturday until 11 P. M. At all times students should be considerate of others in the use of radios, and lack of consideration will result in removal of those offending. All radios shall be registered in the office of the Dean of Women at the opening of school.
5. Bathrooms should be cleared by 10:00 and no baths are to be taken after that time. On a student's night out, the bathroom privilege is extended 15 minutes after the hour of return.
6. No student shall leave the dormitory before 7:00 A. M.

B. Lights:

1. Freshmen and Sophomores — 11:00 each night.
2. Juniors and Seniors — 12:00 each night.

3. Dean's List

Freshmen and Sophomores — 12:00 each night.

Juniors and Seniors unrestricted.

4. Each student shall indicate her classification on the door of her room and is on her honor to put the light out at the time expected. All are requested to conserve lights whenever possible.

C. Care of Rooms and Halls:

1. Because of the importance of pleasant and orderly surroundings and the value in maintaining them, women are expected to keep rooms neat and clean and ready for inspection at all times. Damage to walls or furniture is settled with the Business Office. Tacks, scotch tape or nails in walls are not permitted.
2. Rooms are swept every two weeks, windows cleaned and beds sprayed at regular intervals. Notices will appear on hall bulletin board stating dates for these services, and rooms must be made ready if students wish rooms cleaned.
3. Rooms will be inspected from time to time.

D. Dress of Women Students:

1. House coats and slippers should be worn in the halls at all times.
2. At all times for school activities and in the evenings, girls are requested to dress appropriately.

3. Informal attire, such as slacks for classes and downtown, bandannas, college sweaters, galoshes, and unsightly shoes in the dining room at dinner and on the dance floor and main dormitory floors is disapproved.
4. First floor lounges and halls require street attire and correct dress at all times.

E. Laundry and Shampoo Room:

1. A modern laundry and a shampoo room are located on the ground floor of John Sutton Hall. Women are requested to do all personal laundry and shampooing in these rooms, not in bathrooms.
2. Rooms are open as follows:
Daily 8:00 A. M. — 7:30 P. M. (Except Monday, open at 10:00 A. M., Tuesday and Friday, until 9:30 P. M.)
3. The schedule for the distribution of bedding is as follows:
Tuesday morning — 1st and 2nd floors of John Sutton Hall.
Wednesday morning — 3rd floor of John Sutton Hall and Clark Hall.
Thursday morning — 4th floor of John Sutton Hall.
On the day designated, each girl should take one sheet and one pillow case to the laundry and receive fresh linen in return.

F. Telephone Service:

1. Telephone service is available from 7:45 A. M. to 11:00 P. M. and messages will be

delivered to students between 8:00 A. M. and 11:00 P. M. Service after 10:00 P. M. is for long distance calls only. Local calls will not be delivered.

2. Long distance calls should be made "person to person." Pay phones are available at all times.
3. To facilitate delivery of messages it is necessary that girls leave information as to their whereabouts if they are in the building, and to sign register on first floor and halls if out. Failure to do this curtails service to all students. Please cooperate.

G. Post Office:

1. A branch of the U. S. Post Office is located in the college Book Store, from which outgoing packages are sent, and stamps and government postal cards can be purchased.
2. The school post office receives mail, notifies students of incoming calls and visitors, receives clothing returned from the cleaners, and local and C. O. D. packages.
3. Mail is picked up on every hall in the evening, if placed in the designated place before 12:00 P. M.
4. Girls volunteer to deliver the mail to their hall by signing up at the post office delivery window. The person who delivers the mail is responsible for immediate delivery and for inserting it under each door.

H. Smoking:

On account of the fire hazard, smoking is not permitted in the dormitory rooms. The Den, a smoking room for women, is provided on the ground floor of John Sutton Hall, and girls are assigned by a committee of the League to take care of it.

I. Fire Regulations:

1. Fire drills are required once each month. All girls must participate and greater care must be taken to see that everyone follows orders implicitly.

2. Fire Signals:

All girls should know the following fire signals:

Fire alarm — John Sutton — 2 bells.

Fire alarm — Clark Hall — 9 bells.

All clear — re-enter building — 3 bells.

3. Fire Drill Procedure:

SPEED is imperative.

SILENCE is necessary.

Close all windows.

Turn on light.

Leave door open.

Take towel and coat.

Wear shoes instead of bedroom slippers.

Get into line — single file.

Leave by correct exit as quickly as possible.

Go to specified stations on campus for roll call.

No talking.

4. Appliances:

Any appliances for heat and fire, double sockets and extensions, are not permitted in the rooms. All extra connections must be installed and approved by the electrician.

J. Guests:

1. Persons calling on students should be approved by the Dean of Women's office. In no case can visitors be allowed to interfere with college duties, and for this reason visits should be made during week-ends only.
2. All house guests must be registered in the office of the Dean of Women and reported to the hall president on each hall. Failure to do this will forfeit guest privilege.
3. The House is closed to guests at 10:00 P. M. daily and 10:30 P. M. on Saturday.
4. Men and boys are not permitted to visit women students' rooms or be on dormitory floors at any time.
5. On Sundays, women visitors are permitted to visit students' rooms from 10:00 to 12:00 A. M. and 2:00 to 5:00 P. M. At all other times John Sutton Hall parlors are reserved for the use of students in entertaining guests and parents. No Sunday night guests are permitted on floors.
6. Commuting Students:
Day students may visit girls in the dormitory rooms during the day when the occupant of the room is present. They are not ex-

pected to be there during the evening study hours or after the house closing hour.

Staying overnight when necessary can be arranged in the office for out-of-town students, for a charge of 50 cents a night.

7. House Guests:

Boarding students may entertain guests of school age over week-ends if space is available and arrangement is made in advance with the office of the Dean of Women. A charge of 50 cents to provide clean linen is made.

Day students and mothers of students are not entertained in the dormitory over night.

Students may accompany mothers or near relatives to a hotel for meals or for the night if arrangements are made in advance with the Dean of Women.

8. Off Campus Student Teachers:

When planning to spend the night in the dormitory, off-campus student teachers are expected to follow the procedure for house guests as to registering in the office and paying guest charge.

9. Meal for Guests:

Only regularly enrolled dormitory students may eat in the dining room without meal tickets. This ticket should be bought in the dietitian's office before entering the dining room.

K. Money and Valuables:

1. Sums of money should be deposited in the school bank located in the Students' Central Treasury Office on the first floor north, John Sutton Hall.
2. Keys: At the beginning of the school year each student deposits 50 cents for the key which is returned when the key is returned. Rooms must be kept locked at all times when away from the room. If locked out at any time, girls may obtain a key from the Office of the Dean of Women by signing name and room number.
3. Losses of any kind should be reported to the office immediately.

II. Social Privileges

Social privileges do not permit going outside city limits at night without special permission.

Persons who leave their rooms between 9:30 and 10:00 will put a sign on their door indicating where they have gone instead of signing at regular places in the hall and on the first floor of John Sutton and the first floor of Clark Hall. At other time in the evening students shall sign on boards.

A. Daily:

1. All students are granted the following privileges:
To go any night to the corner store between 9:30 and 10:00 P. M.
Sunday until 10:00 P M.

To attend all college events. If lasting after 10:00 P. M. students shall be in the dormitory in fifteen minutes after the close of the event.

To go to the library as necessary. Unless using this privilege students are expected to go and come directly.

To attend any scheduled meeting of an organization which the student is expected to attend.

To entertain guests in social room as a use of social privilege. In the event she should sign on list and so indicate.

2. Class social privileges:

Seniors

1. All seniors have one 11:00 permission Monday through Thursday and one 11:00 and one 12:00 permission Friday and Saturday.
2. Seniors on Dean's List have unlimited 11:00 permissions which may be extended to 12:00 on Friday or Saturday.

Juniors

1. All Juniors have two 11:00 permissions to be taken Friday and Saturday, extended to 12:00 once a month. One 10:00 may be taken Monday through Thursday, canceling one of the 11:00 permissions.
2. Juniors on Dean's List have senior privileges

Sophomores

1. All sophomores have one 10:30 and one 11:00 permission to be taken Friday and Saturday nights.
2. Sophomores on Dean's List have junior privileges.

Freshmen

1. All freshmen have two 10:30 permissions to be taken Friday and Saturday nights.
2. Freshmen on Dean's List have sophomore privileges.

B. Week-End:

1. Students must sign out both in the office of the Dean of Women and on hall before leaving campus, and sign in immediately upon return.
2. Students are expected to go shortly after last class and should try to return by 9:00 P. M., Sunday evening, and are expected to be in by 10:00 P. M. unless previously arranged. In case of any emergency, student should phone.
3. When attending a Saturday night activity on the campus, students will remain here for the week-end unless other arrangement has been made in the office.

Girls may not go home after proms.

4. Permission from Parents:

For convenience of parents, a form card obtained in the office of the Dean of Women may be filed permitting home

visits at any time during the year. Unless such a card is on file, a letter from parents is necessary for each visit home.

First and Second Year Students:

When a girl is going to the home of a friend for the weekend, it is necessary that one of the parents write directly to the Dean of Women giving permission for the specific occasion and the student shall write the name and address of the person whom she is visiting on back of the sign-out card in the office.

Third and Fourth Year Students:

When a girl is going to the home of a friend over the week-end, she will sign the name and address of the person whom she is visiting on the back of the signout card in the office.

Failure to comply with the above regulations makes a student liable to penalties as set up by the Advisory Board.

C. Automobile Riding:

Car riding is permitted during the day until 6:00 P. M., and to college functions if a riding permit is on file in the Office of the Dean of Women. Students are not permitted to keep cars at the college.

D. Overnight Permission:

1. A student may stay in town over night only with direct relatives and by special permission.

2. Boarding students may spend the night in other room within their own dormitory where there is a vacant bed, on Saturday nights only, and if arrangements are made with the presidents of their own halls. Moving from one dormitory to another is not permitted.

E. Vacation Regulations:

1. Students are expected to go directly home at vacation recesses. Women students are under college jurisdiction from the time of arrival in Indiana in September until they leave in May, with the exception of the vacations and home visits.
2. All students are expected to return in time for classes after vacation, and if returning in the evening are expected to arrive before 10:00 P. M. Hall presidents will check return of girls and report absentees to office at once.
3. If at any time a student cannot return as scheduled, she should notify the Dean of Women at once, preferably by telephone.

F. Special Permission and Necessary Extensions:

1. Requests for privileges may be taken care of by a "Special Permission" card which should be obtained during office hours. This special permission may or may not take the place of the granted social privilege, at the discretion of the Dean of Women.

2. Extension of hours for group activities and to students holding evening jobs are given as "Special Permissions," and students are expected to return to the dormitory immediately following the use of the permission.

NON-RESIDENT WOMEN'S LEAGUE

The Non-Resident League is made up of all those students who do not board in the dormitories. It meets the third Friday of every month at 12:30 to discuss problems and carry on business of the organization. Since every Day Student is automatically a member, there are no regular dues, but small fees to cover the immediate expenses of social events are collected. A fall outing and a spring outing are held at the College Lodge as well as occasional teas and parties.

Committees — Various committees carry on the duties assigned to them to assist the officers in making a happy living situation. The House Committee looks after the apartment. The Fire Drill Committee, under the direction of the Vice-President, conducts the fire drills. The Social Committee plans the parties and teas of the year. The Publicity Committee notifies the members of coming events, and the Welfare Committee helps those who are sick or in need.

Dormitory Arrangements — There is an arrangement with the Dean of Women to make it possible for students to stay in the dormitory when transportation difficulties prevent their going home

after social affairs at the college.

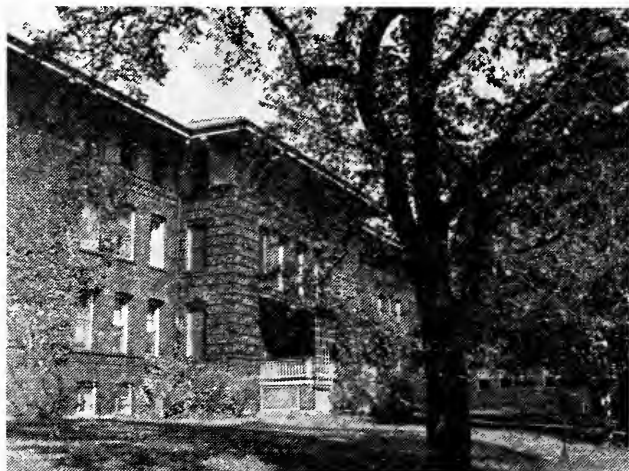
Social Rooms see page 36.

Infirmary see page 37.

Mail — Day students get their mail through the regular Post Office, where a basket is provided for them. They are requested to look through this basket at 11:00 and 3:00 each day.

Meals — Non-Resident Women can bring their lunch and leave it in the Dining Room in the place provided for them, or eat in the College Cafeteria, maintained by the Home Economics Department on the ground floor of Leonard Hall.

President LaVerne Zimmerman
Sponsor Dr. Dorcas Hall



DRESS FOR MEN

Dress and manners are very important factors in one's college life. Be well groomed at all times and for all occasions.

The following principles of dress have long been recognized as customary on the campus.

1. A coat and tie must be worn to dinner and dances.
2. Sweaters may be worn to classes and to the dining room at lunch time.
3. Tuxedos should be worn for all formal dances.

SMOKING REGULATIONS

Men's Lounge

Men students may smoke on the campus or in the men's lounge room.

Smoking is not permitted in buildings, halls, lavatories, or on porches.

MEN'S STUDENT LEAGUE

The Men's Student League, formerly composed of all the men students, was not functioning last year, 1945-46, because of an insufficient number on campus. It is hoped that the return of our service men will make possible the functioning of this league.



Activities and Organizations

PERMISSION FOR SOCIAL EVENTS

Blanket permissions are granted to groups for parties, trips, etc., with proper supervision. For such permission previous arrangement should be made as to place, hours, and the like. If the group will be off campus during the evening a list of names of students participating should be filed in the office of the Dean of Women by noon of the day of the activity.

Social events are scheduled on the college calendar only on Friday and Saturday unless exception has been made by the President or Office of the Dean of Women.

HONORARY FRATERNITIES

AΩ Alpha Omega is an honorary geography fraternity whose purpose is to further professional interests and to furnish contacts in the field.

To be eligible, students must have at least six hours in geography with a "B" average. In addition to the scholarship requirement, applicants must submit and have accepted a paper or project on some important phase of geography work.

President Raymond Bernabei
Sponsor Dr. Norah E. Zink

ΔΦΔ Delta Phi Delta, national honorary art fraternity, was installed on campus, March 30, 1946. The organization is widely known, having chapters in many of the larger universities of

the country. Its purpose is to beautify the commonplace, and create and maintain high ideals in art throughout the campus. Members are students who have completed four semesters in the Art Department and who have maintained high standing in their studies, both departmental and academic.

President Mary Margaret Novick
Sponsor Mrs. Alma M. Gasslander

FPT **Gamma Rho Tau** is a national honorary professional fraternity for men. The purpose of this organization is to promote scholarship and character, to advance the professional attitude of the prospective commercial teacher in the classroom, and to forward the democratic ideal in education.

Only teachers in business education and those students who have completed one-half of a four-year course in the field are eligible for membership, which is achieved only by invitation. Membership implies a high scholastic standing in addition to distinct promise as a future teacher.

President To be elected
Sponsor Clinton M. File

KΔΠ **Kappa Delta Pi** has as its purpose to foster high standards of preparation for teaching. Those students who are in the upper ten per cent of the junior and senior classes and have a slightly better than "B" average may be considered by the Committee on Membership which is composed of the Dean of Instruction, the head of

the Department of Education, the Sponsor of Kappa Delta Pi, and four members of the organization.

President Natalie Keller

Sponsor Miss Pearl R. Reed

KOΦ **Kappa Omicron Phi** is a national professional Home Economics fraternity. This fraternity was established to further the best interests of Home Economics by developing women with higher ideals of sane living; with broader social, and higher intellectual and cultural attainments; with a definite responsibility for solving social and economic problems; with a deeper appreciation for the sanctity of the home; and with a scientific attitude toward homemaking.

Members must have better than a "B" average in Home Economics and a "C" average in other subjects. No member can have an "F" recorded in any subject.

President Marjorie Harvey

Sponsor Miss Laura Duncan

ΠΩΠ **Pi Omega Pi** was established at Indiana in 1929. Its purpose is to encourage, promote, extend, and create interest and scholarship in commerce, to encourage and foster high ethical standards in business and professional life, to teach the ideal of service as a basis of all worthy enterprise. Members are students who have fifteen hours in commerce and education and maintain a B average in all subjects. Monthly meetings are

alternately professional and social.

President Ella Pezzuti

Sponsor A. E. Drumheller

SORORITIES

Things You Should Know about Sororities:

Written for the Handbook by the Panhellenic
Committee

I. What is a sorority?

Sorority comes from the Latin word meaning sister. A sorority is a social organization with both local and national affiliations. All sororities in teachers colleges belong to A. E. S. (Association of Education Sororities): there are six such organizations; all have chapters on the Indiana Campus.

AΣA

Alpha Sigma Alpha "Alpha Sigs"

President Natalie Slagle

Vice-President Florence Schatz

Secretary Marjorie Llewellyn

Treasurer Lucille Howard

Sponsors Miss Ethel Belden
Miss Joy Mahachek

AΣT

Alpha Sigma Tau "Taus"

President Jane Sawhill

Vice-President Rachel Orange

Secretary Nell Byers

Treasurer Rosemary Simmons

Sponsor Mrs. Alma M. Gasslander

$\Delta\Sigma E$

Delta Sigma Epsilon "Delts"

President	Ruth Grahn
Vice-President	Marjorie Foster
Secretary	Juniata Farr
Treasurer	Marian Price
Sponsors	Dr. Reba Perkins
	Miss Lena Ellenberger

$\Pi K \Sigma$

Pi Kappa Sigma "Pi Kaps"

President	Garnet Mourer
Vice-President	Mary Ellen Edwards
Secretary	Virginia Bowen
Treasurer	Ruth Fogie
Sponsor	Miss Helen McLean

$\Sigma\Sigma\Sigma$

Sigma Sigma Sigma "Tri Sigs"

President	Louise Hood
Vice-President	Joanna Joseph
Secretary	Eleanore Derabasse
Treasurer	Louise Buchanan
Sponsors	Miss Martha Zimmerman
	Miss Mary Muldowney

$\Theta\Sigma Y$

Theta Sigma Upsilon "Thetas"

President	Lois Mechling
Vice-President	Earla Mentzer
Secretary	Betty Jane Rogers
Treasurer	Josephine Frey
Sponsors	Miss Florence Wallace
	Miss Mabel Hastie

II. Who may belong to a sorority?

A. Membership is by invitation. Any woman in regular attendance at State Teachers College, Indiana, is eligible.

1. Upper class women may be considered at any time.
2. Transfers may be considered any time after one semester.
3. Freshmen may be considered at the time of preferential bidding (usually in March) or any time thereafter.

B. There are two requirements for membership: scholastic and social.

1. Freshmen to be eligible must have completed one semester of work with a "C" average and no failures. Any student not a Freshman must have an average of sixteen semester hours per semester with a "C" average and no failures. Students having completed twelve weeks of summer school and the first nine weeks of the fall semester with a "C" average and no failures may be pledged during the first semester and initiated after semester grades are recorded. Women who fail in music or physical education because of physical disability may be bid with the consent of the Dean of Instruction.
2. To be eligible for membership a woman must be socially approved by the Dean of Women.

3. A woman who has broken or been released from her pledge to one of the A. E. S. sororities may not be invited to join another for one calendar year from the date of her release.

III. What is rushing?

- A. Methods approved: Free association between individual sorority and non-sorority women such as eating together in the dining room, double dating, shopping, attending movies or school functions together, or other such normal relationships.
- B. Methods not approved: Paying for meals or treats, giving any gifts, borrowing or lending money, the entertaining of potential pledges by sorority women in their homes or rooms or vice versa.

IV. What do sororities do for Freshmen?

- A. The Panhellenic Tea or Coffee Hour is sponsored early in the school year by the Panhellenic Association. To this all new students are invited as guests.
- B. An informal Rush Party is held by each sorority, usually during the first semester. Rushees may attend as many such parties as they receive invitations.
- C. A formal Rush Party is held by each sorority during the early part of the second semester. No Freshman or transfer student may attend more than two such parties. Adjustments are made by the Registrar for the student who receives more than two such invitations.

V. What do sororities cost?

A. Cost includes a pledge fee, initiation fee, yearly dues, and a pin.

B. Dues and fees at present are as follows:

		Pledge	Initi- ation	Pin (plain)	Yearly Dues
Alpha Sigma Alpha.....	5.25	9.50	4.00	20.00	
Alpha Sigma Tau.....	7.50	20.00	6.60	15.00	
Delta Sigma Epsilon.....	10.00	17.50	6.00	20.00	
Pi Kappa Sigma	6.50	23.50	3.50	20.00	
Sigma Sigma Sigma.....	7.50	17.50	2.50	20.00	
Theta Sigma Upsilon.....	6.00	10.00	6.00	21.00	

VI. For your information:

A. Panhellenic means "all Greeks" and is applied to the organization composed of representatives of each sorority.

B. Rushing (slang) merely means getting acquainted:

1. Sorority girls are always looking for new members.
2. New girls on the campus want to know the different groups.

C. Rushee is any Freshman or transfer with whom sorority girls wish to become acquainted with a view to possible membership.

D. Greek letters: merely the Greek alphabet.

E. Bidding (preferential bidding), is a system by which invitations are extended. A bid is an invitation to join a sorority. On a certain designated night (usually in March) sororities indicate the girls they wish to invite to membership. Each girl so designated is asked

to indicate her preference. If the two agree, the girl receives an invitation.

- F. Silence period is a period of several days (usually three) just preceding the date of preferential bidding. During this time, in order that a rushee may be free to make her decision, there are no contacts between sorority members and prospective pledges.
- G. Pledging is a written promise to join a sorority.
- H. Initiation is the service by virtue of which a girl becomes a full member of the sorority of her choice.



FRATERNITIES

The Inter-Fraternity Council is made up of ten men: the Dean of Men, presidents and sponsors of the three fraternities, and one representative from each fraternity.

ΦAZ **Phi Alpha Zeta** is a national educational, social and athletic fraternity having for its objective home, social, and personality training. Good fellowship, fraternalism, character and scholastic endeavor are fostered by this group of men. Men students, by invitation, with a "C" average or better are eligible.

President William McDonald
Sponsor G. G. Hill

ΦΣΠ **Phi Sigma Pi** is a national professional educational fraternity fostering the ideals of fellowship, scholarship, and training. Men who have completed one year of college work, who are enrolled in one of the degree curricula, and who have a high scholastic standing are eligible. Membership is by invitation.

President Bob Reynolds
Sponsor M. B. Iams

ΣΤΓ **Sigma Tau Gamma** is a national, social, educational, and professional fraternity. Requirements for membership to Sigma Tau Gamma include a high scholastic standing, excellent character, and a professional attitude. Membership is by invitation.

President Roe Cunningham
Sponsor D. Paul Smay

CLASS OFFICERS 1946-47

Senior Class

President	William McDonald
Vice-President	Helen Hendricks
Secretary	Jean McDougall
Treasurer	Virginia Harriger
Sponsor	Lawrence C. Stitt

Junior Class

President	William Curley
Vice-President	Thelma Paulisick
Secretary	Ethel Jane Naylor
Treasurer	Raymond Bernabei
Sponsor	Paul A. Risheberger

Sophomore Class

President	John Strandberg
Vice-President	August McKee
Secretary	Marguerite Kuhns
Treasurer	Louise Overly
Sponsor	Clinton File

Freshman Class

Officers	To be elected in the fall
Sponsor	To be appointed



CLUBS

The Art Club was founded in 1925 to stimulate interest in art and promote extra-curricular growth. The club sponsors trips to museums, department stores, and other places where various types of art may be studied. Membership is open to art students and faculty.

President Betty Cramer

Sponsor D. Paul Smay

The College Concert Band is open to all students who can perform proficiently on their instruments. The band plays frequently for college and community activities and participates in radio programs.

Conductor Irving Cheyette

College Mixed Chorus — The object of this organization is to enable students to become acquainted with representative choral literature from the sixteenth century to the present time, and to provide a demonstration of choral methods and procedures. Required for Seniors and Juniors and underclassmen of the Music Department who can qualify. This group appears in concerts, both on and off the campus.

Sponsor Miss Mary Helena Muldowney

College Symphony Orchestra — A cordial invitation is extended to all college students who have had orchestral experience, to join the college symphony. The orchestra contributes to the cultural life of the college and community through public concerts and radio broadcasts. Special programs are given throughout the year at high schools in the service area.

Conductor Lawrence Stitt

Elementary Club — All students in the Elementary Department automatically become members of the College chapter of the Association for Childhood Education. The program of activities for the year consists of four professional meetings and four

social events which contribute to the cultural, social, and professional growth of the students. Club activities are directed by an executive council composed of sixteen student members.

President Marjorie Llewellyn
Sponsor Miss LaVerne Strong

The Home Economics Club is open to all members of the Home Economics Department. The purpose of this club is to foster closer fellowship among the members of the department. Since 1932, the club has been affiliated with the State and National Home Economic Associations.

President Mary Mellinger
Sponsor Miss Elizabeth Finter

The Intercollegiate Conference on Government is open to all students who have an interest in governmental problems. Members attend an annual four-day State Convention at Harrisburg, where as delegates to a model congress or legislature they gain experience in the practical application of their knowledge of governmental organization and procedure.

President Geraldine Zeigler
Sponsor C. M. Johnson

The International Relations Club selects new members upon the basis of scholarship in social studies, a manifested interest in international affairs, and general qualities in leadership. The purpose of the club is to assist students to gain an understanding of world affairs, to provide an op-

portunity for student participation in discussion of world affairs, and to provide leaders for open forums sponsored by the organization.

President Robert Johnson

Sponsors Miss Ethel A. Belden
Miss Florence Wallace

Junior Chamber of Commerce — The purpose of this club is to promote unity within the Business Education Department through active student participation in club-sponsored parties, service projects, outings, and meetings.

All Business Education students are eligible for membership.

President Lucille Howard

Sponsor C. M. File

Music Educators Club — All students of the Music Education Department are automatically members of the Music Educators Club. Each class within the club sponsors student recital-teas periodically. Student representatives elected by the Club sit in as part of the Music Education Council of Faculty and Students, which determines the policies of the department within the framework of the College.

President Leslie Marietta

Sponsor Irving Cheyette

The Science Club is sponsored by the Science Department and provides special activities for those interested in the various phases of science; biolog-

ical, chemical, and physical. Activities include discussions by science students, visits to museums, or other places of particular interest, talks by outside speakers, and papers given by members on some subject which they have explored.

President To be elected
Sponsor Thomas Smyth

The Secondary Club is organized for the purpose of developing a unified interest in secondary education among students majoring in the various departments of that division.

President Catherine Weigle
Sponsor Miss Joy Mahachek

The String Orchestra is composed of members of the string section of the Symphony Orchestra. Its primary value is that it permits concentrated string experience. It provides music for the community Union Services as well as for other campus and community activities.

Conductor Miss Pearl R. Reed

The College String Quintet is a group of advanced string players from the Music Department. Although its special function is to familiarize players with the quartet style and quartet literature it appears frequently in both college and community concerts.

Conductor Miss Pearl R. Reed

A Swing Band is organized to provide music for College dances and proms. It is open to stu-

dents who qualify. The group is under student leadership.

Women's Chorus — This organization studies materials for women's voices including sacred and secular literature. Membership is required of women in the Music Department and is open to others in the College who meet requirements. Essentials of singing get careful attention. This group appears in concerts and programs both on and off the campus.

Conductor Charles A. Davis

The Men's Glee Club is composed of all men in the Music Department and is open to men in other departments of the college. Essentials of singing get careful attention. This group appears in concerts and radio programs.

Sponsor Miss Mary Helena Muldowney

COMMITTEES

The Creative Arts Council is designed to encourage original work by students and faculty in art, dance, drama, literature, and music. Its Creative Arts Workshop has sponsored original plays, music, exhibitions, and revues. The Council, consisting of Irving Cheyette, chairman, Carleton C. Jones, and Orval Kipp, welcome suggestions of any kind from students and faculty interested in the arts at Indiana.

The Cultural Life Committee consists of a group of students and faculty whose purpose is to bring to Indiana the best speakers and artists available.

Selection of the numbers is made by the student group, then approved by the faculty members appointed to this committee. The student members for 1946-47 are: Lois Gordon, Art; Betty Jane Rogers, Business Education; Marjorie Llewellyn, Elementary; Frances Bush, Home Economics; Helen Davis, Secondary Education; Betty Jo Mitchell, Music Education. Faculty members on the committee include: Albert Drumheller, chairman; Robert Burggraf, Irving Cheyette, Miss Elizabeth Finter, Ralph Heiges, Dr. Reba Perkins, D. Paul Smay.

The Social Life Committee consists of the Dean of Men, Dean and Assistant Dean of Women, and five students appointed by the president of the Student Council. This committee is generally responsible for the social life of the college; plans and manages the all-school activities, and spends the money allocated by the Cooperative Association.

The Religious Life Committee, composed of six faculty members and six students, has general supervision of the religious programs and activities of the college campus. Chief among the functions of the committee are the planning of the Sunday Vesper services, Spiritual Enrichment Week, union services with the churches in town, and the bring-

ing of outstanding religious leaders to the campus. The committee also sponsors student deputations and delegates to intercollegiate conferences throughout the year and to camps during the summer.

RELIGIOUS ORGANIZATIONS

The Y. M. C. A. is organized to correlate religion with college life and to foster good fellowship among men on campus. It is open to all men who have paid the membership fee of one dollar per year. Meetings are held every Wednesday evening at 6:30. One of the most important occasions of the year is the annual outing held at the lodge in the spring.

President Louis Lambert
General Sponsor Paul Smay

The Y. W. C. A. sponsors a variety of activities. Religious activity finds expression in many fine programs, including Morning Watch every Wednesday in the "Y" room, the special Thanksgiving and Easter Watch services, an interesting Lenten program, the White Gift Service at Christmas time, and other programs appropriate to the various seasons. The Y. W. also presents outside speakers and sponsors panel discussions of social problems.

Social functions of the Y. W. also play an important part in college life. Some of these are: evening snacks; the big-little sister party in Sep-

tember; the fall outing; and the annual membership dinner in October.

Attendance at regional conferences, the summer convocation at Kanestatake, and contacts with the Student Christian Movement, the World Student Service Federation, and the Student Volunteer Movement provide opportunity for participation in national and international religious movements.

Membership is open to all women students and faculty upon payment of the yearly dues of \$1.00.

President Rosemay Dewey
Sponsor Mrs. Mary E. Swarts

Vesper Services are held on Sunday evening. Students are urged to attend. Those who do not are requested to be absolutely quiet during this short service.

Church Organizations — A number of church organizations are to be found on the College campus. These include the Newman Club, the Youth Groups of the Hebrew Unity Congregation, and the clubs of the various Protestant denominations. The organizations are both religious and social in character and students are invited to join the one of their choice.

CHURCH DIRECTORY

Christ Episcopal 902 Philadelphia Street
Christian Science 714 Philadelphia Street
Christian and Missionary Alliance 52 S. 11th St.
Rev. R. H. Burchill
Evangelical 376 Church St.
Rev. H. L. Loveless

First Regular Baptist	902 Church St.
Rev. C. A. Hustead	
Fundamental Baptist	16 S. Tenth St.
First Christian	50 North Fifth St.
Rev. Floyd H. Randall	
First Church of God	314 Water Street
Rev. Brady O. Fair	
First Presbyterian	670 Church St.
Rev. Harry B. Boyd, D. D.	
First United Presbyterian	640 Church St.
Rev. James K. Leitch, D. D.	
First Methodist	59 S. Seventh St.
Rev. David R. Graham, D. D.	
Free Methodist	418 Church St.
Rev. Wm. P. Jones	
Gospel Hall	Fifth and Locust Sts.
Hebrew Unity Congregation	655 Phila. St.
Salvation Army	635 Water St.
Capt. Raymond Wilson	
St. Bernard's Roman Catholic	216 N. Fifth St.
The Very Rev. James Brady	
Wesleyan Methodist	44 St. Twelfth St.
Rev. O. T. McCracken	
Zion Lutheran	102 S. Sixth St.
Rev. Arthur J. Pfohl, D. D.	

Hours of Services

Protestant:

Sunday School	*	9:45 A. M.
Morning Worship	**	11:00 A. M.
Evening Worship	***	7:30 P. M.

* Except Christian Science, Evangelical, Lutheran, Salvation Army—9:30, and Christ Episcopal, Christian and Missionary Alliance 10:00 A. M.

** First Christian Church, Salvation Army—10:45 A. M.

*** Salvation Army—7:45; the Episcopal Church has evening services only.

Catholic:

Low Mass	7:00 and 10:00 A. M.
High Mass	11:00 A. M.
Rosary and Benediction	4:30 P. M.

Hebrew Unity Congregation Friday, 7:30 P. M.

College students are always welcome at the religious services held in Indiana. All students are urged to attend regularly the church of their choice and to take part in its activities. Both morning and evening services may be attended. In cases of non-attendance, students are requested to remain quietly in their own rooms during the church hours.



PUBLICATIONS

The Indiana Penn is the free, weekly recording of past, present, and future events of the campus. It offers an opportunity to every student to gain journalistic experience. The staff is selected on the basis of experience, executive ability, interest, and willingness to devote time and energy toward a successful paper. The staff must have an average or better than average scholastic standing.

Editor-in-Chief	Bill Cornell
Assistant Editor	Ella Pezzuti
Faculty Adviser	Thomas E. Berry
Financial Adviser	Miss Ethel L. Farrell

The Oak is the college annual containing written and pictorial accounts of activities of the year. The staff positions are secured by formal written applications to the sponsors. The publication is free to all students who have paid the activity fee for two semesters. Those students leaving at mid-semesters pay \$1.50 and mailing expenses. Students entering the second semester may secure their Oak upon payment of \$1.50 to the Business Manager.

1946-47 Oak Staff

Editor-in-Chief	Robert Reynolds
Assistant Editor	John Strandberg
Business Manager	Elissa Pezzuti
Assistant Business Manager	John Poleskey
Faculty Sponsor	Ralph W. Reynolds
Financial Adviser	Miss Ethel L. Farrell
Literary Adviser	Dr. Reba N. Perkins

The Teachers College Bulletin is published four times a year, twice as a college catalogue and twice as an educational bulletin.

The Student Handbook is free to every student. It is filled with important information; so read and study it carefully.

The Daily Bulletin is issued each weekday by the college. A notice in order to be printed must be signed by a member of the faculty and be turned in to the switchboard before 4:00 o'clock on the day prior to the issue of the bulletin. Each bulletin contains valuable information, so make it your responsibility to read it each morning.

Activities Calendar — A calendar of College events, activities, meetings, and social events is kept in the office of the Dean of Women. However, at the beginning of each month, a schedule of events will be placed on the **Bulletin Board**. All students are requested to fill in the **Activities Calendar** at the end of the Handbook from the activities listed on the Bulletin Board notice.

Posters — Because of the many college activities and the restricted space, it is necessary to regulate the size and number of posters for display on the first floor of John Sutton Hall. They should be not more than 14 x 22 inches. For each activity not more than one poster is permitted. All posters are to be placed on easels in front of Recreation Hall and are to be removed immediately after the activity.





Athletics

Songs and Cheers

PHYSICAL EDUCATION PROGRAM

Departing from the usual slogan, "closed for the duration," Indiana will be "open for business again" in varsity sports this year. Regular schedules in basketball, football and tennis will be arranged. Every student at Indiana must enroll in a physical education activity each semester. Many students are not physically adapted to the more strenuous varsity programs, but everyone has the opportunity to participate in the de luxe **Intramural Program**. A careful study of one's physical condition and needs, plus the expert guidance of the leaders in the program, enables one to make an easy and wise choice from the following activities:

Badminton	Ping Pong
Basketball	Rifle
Boxing	Swimming
Football (six man)	Tennis
Hiking	Track
Horseshoes	Volleyball
Softball	Winter Sports
	Wrestling

The chief aims of the Intramural sports program are:

1. To provide athletics for present enjoyment and improvement of health.
2. To teach and train students in athletic activities in which they can participate after school life as a profitable use of leisure time.

3. To develop habits of good sportsmanship and fair play.
4. To acquire a knowledge of rules and skills required to prepare students to organize and promote intramural sports in public schools.

The Winter Sports Club was organized during the winter of 1939-1940. Last winter it had the largest enrollment of any club on campus with more than 400 members. Its purpose is to provide an opportunity to toboggan and ski at the college lodge. It is an all-campus organization and membership is open to all students and faculty. Opportunity to join will be offered each semester. The annual dues are one dollar.

Sponsors: Merrill Iams, Miss Leola Hayes, C. M. Johnson, Dr. Norah Zink.

The Rifle Club — The purpose of the rifle club is to train students in the safe and proper use of firearms, especially the rifle. All those who are interested in this sport and who possess the necessary mental and physical requirements are eligible to become members. Officers are elected early in the fall.

Sponsor G. G. Hill

Women's Varsity "I" Club Constitution

(Excerpts)

Article I — Purpose

Section 2

A. To continue the promotion of athletics on the part of the girls who have already won their letters.

B. To promote the activities of the Women's Athletic Association and to act as a service organization for other girls in the college.

C. To bind the active members closer together by means of occasional social functions.

D. To keep in touch with Alumnæ.

Article II — Membership

A. Membership in this organization is automatically attained by earning 1000 points in accordance with the point system as adopted by the Women's Athletic Association.

Awards of the Women's Varsity "I"

These awards are given only to girls who have received their "I's" but should be worked for during the entire four years.

Chairman Erla Mentzer

Sponsor Miss Malinda Hamblen

THE WOMEN'S ATHLETIC ASSOCIATION

The purpose of the Association is to promote interest in all sports and physical activities as a means of securing recreation, physical efficiency, and good fellowship. Seasonal tournaments in the various sports are carried on through the school year.

Membership is open to all women students in the college. This entitles all members (1) to participate in all sport activities, (2) to earn points for athletic awards such numerals and the Varsity "I", (3) to participate in the social activities of the group.

President Patricia Snyder
Sponsor Miss Lena Ellenberger



SONGS

Alma Mater

To our noble Alma Mater's name
We, her children, sing a joyful lay,
And to her a new allegiance pledge,
That lives beyond a day.

A prayer for her who sheltered us,
A hope no child her name will stain,
A cheer thrice giv'n with hearty voice,
And now the sweet refrain.

Of loyalty are symbols twain,
Her colors, crimson and the gray,
"Dear Indiana Mother Fair,"
The burden of our lay.

Refrain

Sing, O, sing! Our Alma Mater's praise,
Hail, O, hail! her color's gleaming hue!
Give to her our homage and our love
And to her name be true.

Words and music by
Mrs. Hamlin E. Cogswell

Spirit of Indiana

On! On! On! On to victory,

Everyone expects to see you win today.
Fight to win! "Play the game square!"

Always for your Alma Mater do and dare
Now then go! Give them not a show,

You have skill and daring, that we know.
For not only will you score, but will add a few
points more.

Just to show them how we do at Indiana.
Indiana, don't you hear our cheer?

That you'll honor us we have no fear.
See your pennant floating o'er the field!

Unto foemen you will never yield.
You will hear us as we shout and sing,
With your praises will the welkin ring
Other teams will know their fate,

When they meet the "Red and Slate."
It's the way we always do at Indiana.

Victory! Victory! Victory!

With your faces ever towards the foe.
Victory! Victory! Victory!

Pressing forward down the field you go!
Victory! Victory! Victory!

Every man is finding every play,

For 'tis written on your shield,
"Unto foemen never yield."

We will always do our best for Indiana.

Words — Mrs. Hamlin E. Cogswell

Music — Mr. Hamlin E. Cogswell

The Beacon Light

In the ages long departed
Slowly grew the need for light;
Beacons now illumine each highroad
Showing ways of Truth and Right.
Years ago our Indiana
Raised her tower to the sky
Here a glowing beacon lifted
Kindling hearts to purpose high.

Chorus

Then it's hail to Indiana!
From the East to boundless West.
Never burned a beacon brighter,
Never was a way more blest
For the far-off goal of learning;
We who seek and catch her beam,
Send it forth in darkened byways
In an ever-widening stream.

Our forefathers found the trail here
Blazed where red men softly trod,
Patiently subdued the forest,
Plowed and sowed the virgin sod,
And at last from labors lessened
Looked they upward for the light,
Flaming from the beacon tower
Where our College crowns the height.

Words — Margaret Hawkins

Music — Carolyn Gessler

Marching Song

Let's give a toast to Indiana
Her teams have brought her fame
We'll boast of Indiana,
She always plays the game.
We'll sing her praises loudly
And wave her banners high so proudly
Here's to Indiana!
There's glory in her name.

Words and music by Irving Cheyette

Fight Song

Fight! Fight! Fight! for Indiana,
Proud her colors wave,
Fight! Fight! Fight for Indiana
Every squaw and brave (rah! rah! rah!)
Give three cheers for Indiana,
Alma Mater true,
Fight! Fight! Fight! for Indiana
Hear our song to you.
Huzzah! Huzzah! the Flag goes by,
The trumpets loud and clear,
Huzzah! Huzzah! the Flag goes by,
The colors we love so dear, So,
Fight! Fight! Fight! for Indiana
Alma Mater true.
Fight! (Rah!) Fight! (Rah!) Fight! for Indiana,
Hear our song to you.

Words and music by Harold W. Thomas

School Song

Come and join our song of triumph,
Bring to Indiana's fame
Laurels of each new endeavor
That will glorify her name.
Forward then for Indiana!
Make these hills and valleys ring.
Lift her crimson and her silver gray
Honor to your Alma Mater bring,
Come, ye sons and daughters of her heart,
Each to his own valiant part,
Fight till you've won.
Then the strife of battle done,
Sing, sing on for Indiana!

Evelyn Jones

CHEERS

Wash 'em Out

Wash 'em out
Ring 'em out
Hang 'em on the line!
We can beat
Any old time!

Football Cheer

F—O—O—T—B—A—L—L
Football, Football
That's our game!
I—S—T—C, I—S—T—C—
INDIANA, INDIANA
That's our name.

Pep Yell

Your pep—your pep
You've got it, now keep it.
Doggone it, don't lose it,

Your pep—your pep

You've got it, now keep it,
Doggone it, don't lose it,

Your pep—your pep

You've got, it now keep it,
Doggone it, don't lose it,

Your P—E—P.

Go Back to the Woods

Go back to the woods
Go back to the woods
Go back to the woods
Y' haven't
Y' haven't
Y' haven't got the goods.
Y' haven't got the rhythm
Y' haven't got the jazz,
Y' haven't got the team
that INDIANA has!

Locomotive I

I—N—D—I—A—N—A (slow)

I—N—D—I—A—N—A (faster)

I—N—D—I—A—N—A (fast)

Alleganic—Ganic—Ganac
 Alleganic—Ganic—Ganac
 Alleganic—Ganic—Ganac
 HOO—RAH HOO—RAH
 I—N—D—I—A—N—A (Spell)
 IN—DI—ANNN—A

Fight

Fight	T—E—A—M	Fight
Fight	T—E—A—M	Fight
Fight	T—E—A—M	Fight
FIGHT	FIGHT	FIGHT

Team I

T—E—A—M Yeah Team!
 T—E—A—M Yeah Team!
 T—E—A—M Yeah Team!
 Sock it to 'em
 Yeah Team!

Team II

T—E—	A—M
T—E—	A—M
T—E—	A—M
TEAM!		TEAM!			TEAM!

You've Got the Pep

You've got the pep
 You've got the steam
 You've got the fight
 You've got the team
 Pep Steam
 Fight Team
 Yeah! Team Fight!

Center-End

Center—End,
Tackle—Guard
Get together
Hit them hard!
Hit them high,
Hit them low,
Come on Indiana!
Let's go!

FOOTBALL SCHEDULE

St. Vincent College	Home	Sept. 28
Slippery Rock STC	Away	Oct. 5
California STC	Away	Oct. 12
Fairmont STC	Homecoming	Oct. 19
Lock Haven STC	Away	Oct. 25
Clarion STC	Home	Nov. 2
Mansfield STC	Away	Nov. 9
Shippensburg STC	Home	Nov. 16



Scheduled Activities

REGULARLY SCHEDULED ACTIVITIES

First Monday

- 6:45—W. A. A. Gym
7:00—I. R. C. Commuters' Lounge

Second Monday

- 6:30—Alpha Omega Geographers 2 L. H.
6:45—W. A. A. Gym
7:00—K. O. P. Department

Third Monday

- 6:45—W. A. A. Gym
7:00—I. R. C. Commuters' Lounge

Fourth Monday

- 6:45—W. A. A. Gym
7:00—K. O. P. Department

First Tuesday

- 4:10—Faculty Meeting
5:00—Resident Women's League
Commuters' Lounge
7:00—Rifle Club

Second Tuesday

6:30—Hall Meetings
7:00—Pi Omega Pi
7:00—I. C. G. 26 L. H.
7:00—Science Club L. H.
7:00—Rifle Club
7:00—Delta Phi Delta Department

Third Tuesday

3:45—Student Recital	Reception Hall
5:00—Resident Women's League	
	Commuters' Lounge
6:45—Home Ec. Club	Department
6:45—Panhellenic	L. H.
7:00—Rifle Club	

Fourth Tuesday

7:00—I. C. G.	26 L. H.
7:00—Science Club	L. H.
7:00—Rifle Club	
7:00—Delta Phi Delta	Department

First Wednesday

7:30—Morning Watch
6:30—Y. W. C. A.
7:30—Y. M. C. A.

Second Wednesday

7:30—Morning Watch
6:30—Women's Varsity "I"
7:00—Kappa Delta Pi Commuters' Lounge

Third Wednesday

7:30—Morning Watch

6:30—Y. W. C. A.

7:30—Y. M. C. A.

Fourth Wednesday

7:30—Morning Watch

6:30—Women's Varsity "I"

First Thursday

10:00—Advisory

6:45—Sororities and Fraternities

Second Thursday

10:00—Advisory

6:45—Sororities and Fraternities

Third Thursday

10:00—Department Club Meetings

6:45—Sororities and Fraternities

Fourth Thursday

10:00—Advisory

6:45—Sororities and Fraternities

COLLEGE CALENDAR

(Subject to change)

1946-1947

SEPTEMBER

MON. 9

Registration of new students
Get acquainted Party — 7:30 — Gym

TUES. 10

Movies

WED. 11

Registration of Upper Class students

THURS. 12

Classes begin

FRI. 13

Home Ec. Fall Outing — Lodge

SAT. 14

Movies — 6:30-7:30
Big Little Sister Party — Gym — 7:30

SEPTEMBER

SUN. 15

MON. 16

TUES. 17

WED. 18

Non-Resident League Get Acquainted Party—
3:00-5:00 — Commuters' Lounge
Open "Y" Meeting — 7:00 — J. S. Auditorium

THURS. 19

FRI. 20

All Church Parties

SAT. 21

A. C. E. Picnic — Lodge
Orchestra — 7:30

SEPTEMBER

SUN. 22

MON. 23

TUES. 24

WED. 25

THURS. 26

Central-Western Educational Conference
Advisory Hour: Make out official programs and
report cards

FRI. 27

Central-Western Educational Conference

SAT. 28

Central-Western Educational Conference —
A. M.

St. Vincent Football — Home

Orchestra — 7:30

SEPTEMBER

SUN. 29

MON. 30

OCTOBER

TUES. 1

Faculty Meeting

WED. 2

THURS. 3

Panhellenic Coffee Hour — 6:30 — Recreation
Hall

FRI. 4

Secondary Club Outing — Lodge

SAT. 5

Slippery Rock Football — Away
Y. W. C. A. Fall Outing — 2:00-5:00 — Lodge
Movies — 7:00

OCTOBER

SUN. 6

MON. 7

TUES. 8

WED. 9

Non-Resident League Outing — 5:00-9:00 —
Lodge

THURS. 10

FRI. 11

Home Ec. Fresh-Soph Party — Department
J. C. C. Fall Outing — Lodge

SAT. 12

California Football — Away
Art Club Outing — Lodge
Orchestra — 7:30

OCTOBER

SUN. 13

MON. 14

Alpha Omega Geographers Outing — Lodge

TUES. 15

WED. 16

Y. W. C. A. Membership Dinner and Service

THURS. 17

FRI. 18

Varsity "I" Overnight Party — Lodge

SAT. 19

Homecoming
Fairmont Football — Home

OCTOBER

SUN. 20

MON. 21

TUES. 22

WED. 23

Theta Sigma Upsilon Minerva Day — Activities Cottage.

THURS. 24

FRI. 25

Lock Haven Football — Away
Home Ec. Club Halloween Party — Dept.

SAT. 26

Halloween Party — Resident Women's League
Recreation Hall
Kappa Omicron Phi Outing — Lodge

OCTOBER

SUN. 27

MON. 28

A. C. E. Professional Meeting — Laboratory
School

TUES. 29

WED. 30

THURS. 31

National Classic Theater — "Macbeth"

NOVEMBER

FRI. 1

SAT. 2

Clarion Football — Home
Senior Prom
Movies

NOVEMBER

SUN. 3

MON. 4

Alpha Sigma Tau Founders' Day — 2:00-4:00—
Activities Cottage

TUES. 5

Faculty Meeting

WED. 6

"Y" Open Meeting — Lounge — 7:00

THURS. 7

Advisory Hour: Application for student teaching for second semester.
Guardsmen Quartette

FRI. 8

SAT. 9

Mansfield Football — Away
Movies

NOVEMBER

SUN. 10

MON. 11

TUES. 12

WED. 13

THURS. 14

FRI. 15

Pi Kappa Sigma Founders' Day — Activities
Cottage

SAT. 16

Shippensburg Football — Home
Alpha Sigma Alpha Founders' Day Luncheon
Orchestra

NOVEMBER

SUN. 17

MON. 18

TUES. 19

WED. 20

THURS. 21

FRI. 22

A. C. E. Banquet

SAT. 23

Sophomore Prom
Movies

NOVEMBER

SUN. 24

MON. 25

TUES. 26

WED. 27

Thanksgiving Morning Watch — 6:30 A. M. —
Recreation Hall

Thanksgiving Recess begins at noon
Interfraternity Dance

THURS. 28

FRI. 29

SAT. 30

DECEMBER

SUN. 1

MON. 2

Thanksgiving Recess ends at noon

TUES. 3

Faculty Meeting

WED. 4

THURS. 5

FRI. 6

Theta Sigma Upsilon Informal Rush Party —
Lodge

SAT. 7

Kappa Omicron Phi Founders' Day — Activities
Cottage
Pi Kappa Sigma Informal Rush Party — Lodge
Orchestra

DECEMBER

SUN. 8

Y. W. C. A. White Gift Service—Rec. Hall

MON. 9

TUES. 10

WED. 11

Non-Resident League Christmas Tea — 3:00-
5:00 — Commuters' Lounge
Y. W. C. A. Tea

THURS. 12

FRI. 13

J. C. C. Christmas Party — Rec. Hall
A. C. E. Christmas Party — Laboratory School
Home Ec. Club Christmas Party — Dept.
Art Club Christmas Party — Dept.

SAT. 14

Alpha Sigma Alpha Christmas Party — Activ-
ities Cottage
St. Vincent Basketball — Home

DECEMBER

SUN. 15

"Y" Christmas Worship — 9:30-10:00

MON. 16

Christmas Dinner and Party — Orchestra

TUES. 17

WED. 18

Christmas Recess begins at noon
Panhellenic Dance

THURS. 19

FRI. 20

SAT. 21

DECEMBER

SUN. 22

MON. 23

TUES. 24

WED. 25

THURS. 26

FRI. 27

SAT. 28

DECEMBER

SUN. 29

MON. 30

TUES. 31

JANUARY

WED. 1

THURS. 2

Christmas Recess ends at noon

FRI. 3

SAT. 4

Orchestra

JANUARY

SUN. 5

MON. 6

TUES. 7

Faculty Meeting

WED. 8

THURS. 9

Advisory Hour: Arrange program for second semester

FRI. 10

Sigma Sigma Sigma Informal Party — Lodge
Clarion Basketball — Home

SAT. 11

Movies

JANUARY

SUN. 12

MON. 13

Exams.

TUES. 14

Exams.

WED. 15

Exams.

THURS. 16

Exams.

FRI. 17

Edinboro Basketball — Home

SAT. 18

First Semester ends

JANUARY

SUN. 19

MON. 20

TUES. 21

WED. 22

Registration

THURS. 23

Classes begin

FRI. 24

St. Francis Basketball — Home

SAT. 25

Orchestra

JANUARY

SUN. 26

MON. 27

A. C. E. Professional Meeting — Laboratory
School

TUES. 28

WED. 29

THURS. 30

FRI. 31

Slippery Rock Basketball — Home

FEBRUARY

SAT. 1

Shippensburg Basketball — Home — 2:00

FEBRUARY

SUN. 2

MON. 3

TUES. 4

Faculty Meeting

WED. 5

Y. W. C. A. Open Meeting — J. S. Aud.—7:00

THURS. 6

Advisory Hour: Official Programs

FRI. 7

Fairmont Basketball — Home

SAT. 8

Movies

FEBRUARY

SUN. 9

Spiritual Enrichment Week

MON. 10

Spiritual Enrichment Week

TUES. 11

Spiritual Enrichment Week

WED. 12

Spiritual Enrichment Week

Y. W. C. A. Tea

THURS. 13

Spiritual Enrichment Week

FRI. 14

SAT. 15

Freshman Prom

Movies

FEBRUARY

SUN. 16

MON. 17

TUES. 18

WED. 19

THURS. 20

FRI. 21

J. C. C. Get Acquainted Party

Y. W. C. A. Skating Party — 7:30

SAT. 22

California Basketball — Home

FEBRUARY

SUN. 23

"Y" Lenten Service — New Auditorium—7:30

MON. 24

TUES. 25

WED. 26

THURS. 27

FRI. 28

A. C. E. Social — Lodge

MARCH

SAT. 1

Movies

MARCH

SUN. 2

MON. 3

TUES. 4

Faculty Meeting

WED. 5

"Y" Open Meeting — J. S. Auditorium—7:00

THURS. 6

Advisory Hour: Application for Jr. Standing
by all fourth semester students
Pi Kappa Sigma Rush Party

FRI. 7

Theta Sigma Upsilon Rush Party

SAT. 8

Alpha Sigma Alpha Rush Party
Orchestra

MARCH

SUN. 9

MON. 10

TUES. 11

WED. 12

Alpha Omega Geographers Dinner — 6:30

THURS. 13

Sigma Sigma Sigma Rush Party

FRI. 14

Delta Sigma Epsilon Rush Party

SAT. 15

Alpha Sigma Tau Rush Party
Orchestra

MARCH

SUN. 16

MON. 17

TUES. 18

WED. 19

“Y” Movie — Laboratory School — 7:00

THURS. 20

Sorority Bidding

FRI. 21

Home Ec. Merry Go — Dept.
Art Club — Lodge

SAT. 22

Movies

MARCH

SUN. 23

MON. 24

A. C. E. Professional Meeting

TUES. 25

Delta Phi Delta Dinner (Regular Meeting)

WED. 26

THURS. 27

FRI. 28

Easter Morning Watch — 6:30 A. M. — Rec.
Hall

SAT. 29

Easter Recess begins at noon

MARCH

SUN. 30

MON. 31

APRIL

TUES. 1

WED. 2

THURS. 3

FRI. 4

SAT. 5

APRIL

SUN. 6

MON. 7

TUES. 8

WED. 9

Easter Recess ends at noon

THURS. 10

FRI. 11

SAT. 12

"Y" Retreat — Lodge
Movies

APRIL

SUN. 13

“Y” Retreat — Lodge

MON. 14

TUES. 15

WED. 16

“Y” Installation and Tea — Reception Hall

THURS. 17

FRI. 18

Secondary Outing — Lodge

SAT. 19

Junior Prom
Movies

APRIL

SUN. 20

MON. 21

Sigma Sigma Sigma Founders' Day — Activities Cottage

TUES. 22

WED. 23

Varsity "I" new members party — Activities Cottage

THURS. 24

Non-Resident League Outing — Lodge — 5:00-9:00

Advisory Hour: Report of Sophomore exams.

FRI. 25

Theta Sigma Upsilon Founders' Day Dinner
"Y" Sock Hop — Recreation Hall — 7:30
J. C. C. Outing — Lodge

SAT. 26

Kappa Omicron Phi Senior Party — Country Club
A. C. E. Senior Farewell — Lodge
Orchestra

APRIL

SUN. 27

MON. 28

TUES. 29

WED. 30

MAY

THURS. 1

Home Ec. May Day Breakfast — Leonard B 3

FRI. 2

Kappa Delta Pi Banquet — Methodist Church—
6:00

Art Club Banquet — Lodge — 6:00

SAT. 3

County Musical Festival

MAY

SUN. 4

MON. 5

Bidding for Rooms

TUES. 6

Faculty Meeting

WED. 7

THURS. 8

FRI. 9

SAT. 10

Swing Out

Theta Sigma Upsilon Mothers' Day Tea — 2:00

Sigma Sigma Sigma Mothers' Day Tea — 2:00

— Activities Cottage

Kappa Omicron Phi Mothers' Day Tea — 2:00

— Home Ec. Dept.

Alpha Sigma Tau Mothers' Day Tea — 2:00 —
Town

Pi Kappa Sigma Mothers' Day Tea — 2:00 —
Town

Alpha Sigma Alpha Mothers' Day Luncheon —
1:30 — Town

MAY

SUN. 11

(No Activities after this date)

MON. 12

TUES. 13

WED. 14

THURS. 15

FRI. 16

SAT. 17

Exams.
Orchestra

MAY

SUN. 18

MON. 19

Exams.

TUES. 20

Exams.

WED. 21

Exams.

Underclassmen go home

THURS. 22

FRI. 23

SAT. 24

Alumni Day

MAY

SUN. 25

Baccalaureate

MON. 26

Commencement

EXCUSE BLANK

Course.....() Rejected

Teacher.....() Accepted

I was absent at.....o'clock on (day or week).....
tardy

....., 19....., for the following reason :
Month Day

.....
Student's Signature

SCHEDULE — FIRST SEMESTER

Last Name		First Name		Middle Initial		
Hours	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8:00						
8:50						
9:00						
9:50						
10:10		Assembly				
11:00						
11:10						
12:00						
1:10						
2:00						
2:10						
3:00						
3:10						
4:00						
4:10						
5:00						

No student is permitted to add or drop any subject or to change sections without presenting to his instructor a statement from the Dean's office authorizing the same.

SCHEDULE — SECOND SEMESTER

Hours	Last Name		First Name		Middle Initial	
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8:00						
8:50						
9:00						
9:50						
10:10		Assembly				
11:00						
11:10						
12:00						
1:10						
2:00						
2:10						
3:00						
3:10						
4:00						
4:10						
5:00						

No student is permitted to add or drop any subject or to change sections without presenting to his instructor a statement from the Dean's office authorizing the same.

ADDRESSES OF FACULTY

1946-47

State Teachers College	Phone 711
Uhler, Joseph M., President	J. S. Hall 526
Ayers, Nelle Wrenn	205A J. Sutton Hall, 711
Beard, Ralph B.	640 Grant St., 333-W
Beelar, Lola A.	402 S. 11th St., 1147-M
Belden, Ethel A.	105A, J. Sutton Hall, 711
Bell, Willis H.	630 Grant St., 534-R
Berry, Thomas E.	
Bieghler, Edward W.	R. D. 1, Indiana, Pa.
Boardman, Mrs. Abigail C.	151 N. 9th St.
Borge, Aagot M. K.	272 S. 7th St., 1529-R
Brenneman, Ruth V.	561 School St., 1337-R
Burggraf, Robert W.	621 Grant St., 333-M
Camp, Harold L.	44 N. 10th St., 515-R
Carl, Catherine C.	305A. J. Sutton Hall, 711
Chew, Tobias O.	401 S. 13th St., 1530-R
Cheyette, Irving	646 Locust St., 1956
Coughlin, Ethel	134 N. 6th St., 1376-R
Davis, Charles A.	1054 School St., 542-M
Davis, Guy Pratt	667 S. 6th St., 1155-J
Davis, John E.	241 S. 7th St., 1895
Davis, Lawrence C.	State Teachers College
Denniston, Kathryn R.	420 S. 11th St., 711
Dimit, Beatty H.	1094 Oakland Ave., 544-R
Drumheller, Albert E.	1078 Church St., 1119-R
Duncan, Laura Belle	930 Wayne Ave., 966-M
Dunkelberger, Gladys	853 Wayne Ave., 1233-J
Ellenberger, Lena	134 N. 6th St., 1376-R
Emmert, Wilber	1156 Washington St.

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 Finter, Elizabeth M. 410 S. 11th St., 711
 Ford, William H. State Teachers College
 Garlow, Elsie State Teachers College
 Gasslander, Mrs. Alma M. 220 S. 10th St.
 Gering, John R. State Teachers College
 Graham, Mrs. Marie C. 922 Phila. St., 1135-J
 Hadley, S. Trevor State Teachers College
 Hall, Helen Dorcas 231 J. Sutton Hall, 711
 Hamblen, Malinda 1020 Washington St.
 Hastie, Mabel A. 34 S. 9th St., 529-R
 Hayes, Leola T. 732 Oak St., 1866-W
 Heiges, Ralph E. 1130 Grant St., 536-R
 Hill, G. G. 400 S. 11th St., 1117-R
 Hitchcock, Richard C. Cor. 9th and Water Sts.
 Hughes, Thomas J. ... 1245 Washington St., 1266-J
 Iams, Merrill B. 595 S. 6th St., 1298-W
 Johnson, C. M. 1039 Washington St., 682-J
 Jones, Carleton C. 1388 Philadelphia St., 1597-R
 Kimball, Florence B. John Sutton Hall, 711
 Kipp, Orval 1122 Grant St., 1884
 Kough, Irene Loy 315N John Sutton Hall, 711
 Littlefield, Lucille J. 970 Oakland Ave., 957-J
 McLean, Helen 135 S. 6th St., 819-R
 Macdonald, Mrs. Louise A., 272 S. 7th St., 1529-R
 Mahachek, Joy 135 S. 6th St., 819-R
 Meconnahey, J. H. 595 School St.
 Merriman, Helen C. 525 School St., 1167-M
 Miller, George P. 1031 Washington St., 708-R
 Moss, Rachel State Teachers College
 Muldowney, Mary H. 215N J. Sutton Hall, 711
 Murdock, Dorothy 1139 Grant St., 536-J

Norton, Mrs. Carrie B. 931 Oakland Ave., 896
 Omwake, Mildred Evelyn, 468 S. 11th St., 648-W
 O'Toole, Kathryn 406 S. 11th St., 711
 Oxley, Ethel V. 135 S. 6th St., 819-R
 Perkins, Reba N. 1127 Grant St., 1159
 Porter, Mrs. Elfa M. 651 Locust St., 55-J
 Reed, Pearl R. 135 S. 6th St., 819-R
 Remsberg, Laura M. 462 S. 11th St., 543-M
 Reynolds, Ralph W. 363 S. 3rd St., 110-M
 Rhodes, Opal T. 57 Clark Hall, 711
 Ridenour, Florence, 1043 Washington St., 708-W
 Risheberger, Paul A. 1020 Washington St., 1870
 Ritter, Deckard State Teachers College
 Rose, Helen 220 S. 10th St., 454-R
 St. Clair, Mary Alice 124 S. 7th St., 618-W
 Schnell, Leroy H. 218 S. 11th St.
 Shaffer, Lewis H. 1325 School St., 1926-W
 Smay, David Paul 528 S. 6th St., 1428-W
 Smyth, Thomas 1050 Washington St., 1517-R
 Sollberger, Dwight 343 S. 13th St., 91-W
 Stabley, Rhodes State Teachers College
 Stitt, Lawrence C. 271 S. 13th St., 762-R
 Stoner, James K. Indiana, R. D. No. 3
 Strong, LaVerne 514 S. 11th St., 1532-J
 Swarts, Mrs. Mary E., 415N John Sutton Hall, 711
 Timmons, Robert W. 1354 School St., 1334-M
 Wallace, Florence 931 Oakland Ave., 896
 Webb, Robert F. 346 S. 13th St., 183-R
 Whitmyre, W. M. 430 S. 11th St., 1519
 Zimmerman, Martha E. 42 S. 6th St., 895-J
 Zink, Norah E. 42 N. 7th St., 717-R

Bursar

Schuster, William 644 Wayne Ave., 1840

Registrar

Esch, Mary L. 399 S. 6th St., 1403

Treasurer, Cooperative Association

Lingenfelter, John R., State Teachers College, 711

Supt. of Buildings and Grounds

Davis, Spear J.

Office 112N John Sutton Hall, 711

Residence 294 S. 7th St., 1366-W

Mechanical Director

Eicher, Ward W.

Office Basement John Sutton Hall, 711

Residence 1077 Church St., 152

Dietician

Folger, Mrs. Olive K.

Office John Sutton Hall, 711

Residence Cottage, Grant St.

House Director

Daugherty, Mrs. H. B.

Office John Sutton Hall, 711

Residence 116 N. 9th St., 3681

Nurse

Sutton, Mary Agnes

Ober, Hazel

Office Infirmary, J. S. Hall, 711

Residence 400 J. S. Hall, 711

Secretary to the President

Getty, Mrs. Grace G. 33 N. 10th St., 1513

Bookkeeper

Price, John W. 1126 Oakland Ave., 667-R

Head Carpenter

Rowley, Doyle Phone College 711

Head Painter

Buterbaugh, J. B. Phone College 711

Campus Grounds

Long, William J. Phone College 711

Laundry Manager

Hile, Maurice Phone College 711

Receiving Clerk

Templeton, W. N. Phone College 711

Supply Clerk

Hile, Maurice, Jr. Phone College 711

Officers

Little, Joe 1127 Oakland Ave.

McFarland, Allen 1125 South Ave., 681-M

Ness, George 306-R

Building Custodians

Auditorium Dick, Lester

Arts Building Mabon, G. C.

Clark Hall Salsgiver, Jay

Gymnasium Vinton, Roy

John Sutton Hall House Director

Daugherty, Mrs. H. B.

Leonard Hall Compton, Clarence

Laboratory School Myers, Fanny

Library Aul, Laney

INDEX

Absence and Tardiness	31
Activities Calendar	115
Activities Calendar Bulletin	94
Address of Faculty	156
Administrative Organization	9
Advisory Board	51
Advisory System	29
Alpha Omega	70
Alpha Sigma Alpha	73
Alpha Sigma Tau	73
Alumni Association	13
Art Club	81
Associated Student Government	48
Bookstore	33
Bus Service	44
Cheers	106
Church Directory	89
Church Organizations — Campus	89
Class Officers	80
Clubs and Organizations:	
Art Club	81
College Concert Band	82
College Mixed Chorus	82
College Symphony Orchestra	82
Elementary Education Club	82
Home Economics Club	83
Intercollegiate Conference on Government	83
International Relations Club	83
Junior Chamber of Commerce	84
Men's Glee Club	86

Music Educators Club	84
Rifle Club	99
Science Club	84
Secondary Club	85
String Orchestra	85
String Quartet	85
Swing Band	85
Winter Sports Club	99
Women's Chorus	86
Women's Varsity "I" Club	100
College Calendar 1946-1947	8
College Calendar of Activities	115
College Concert Band	82
College Infirmary	37
College Laboratory School	28
College Lodge	39
College Mixed Chorus	82
College Post Office	56
College Semester Calendar	8
College Symphony Orchestra	82
Committees :	
Creative Arts Council	86
Cultural Life Committee	87
Religious Life Committee	87
Social Life Committee	87
Commuters Lounge	37
Convocations	42
Creative Arts Council	86
Cultural Life Committee	87
Curricula	7
Daily Bulletin	94
Delta Phi	70
Delta Sigma Epsilon	74

Den	36
Dormitory Regulations	53
Elementary Education Club	82
Employment Service, Student	43
Esquire Room	37
Excuse Blank	153
Faculty Addresses	156
Fire Drill Regulations	43, 57
Football Schedule	109
Fraternities, Educational:	
Phi Alpha Zeta	79
Phi Sigma Pi	79
Sigma Tau Gamma	79
Fraternities, Honorary:	
Alpha Omega	70
Delta Phi Delta	70
Gamma Rho Tau	71
Kappa Delta Pi	71
Kappa Omicron Phi	72
Pi Omega Pi	72
Freshman Customs	29
Freshman Tests	28
Freshman Week	29
Gamma Rho Tau	71
Grades, Explanation of	30
Grading System	30
Guests	58
Handbook, Student	94
Health Service	37
History of the College	12
Home Economics Club	83
Indiana Penn	93

Infirmary Health Service	37
Intercollegiate Conference on Government	83
Interfraternity Council	79
International Relations Club	83
Junior Chamber of Commerce	84
Junior Standing	31
Kappa Delta Pi	71
Kappa Omicron Phi	72
Laboratory School	28
Library Information	38
Lodge	39
Lost and Found	35
Mademoiselle Room	36
Men's Dress	67
Men's Glee Club	86
Men's Smoking	86
Men's Student League	67
Music Educators Club	84
Non-Instructional Staff Addresses	159
Non-Resident Women's League	65
Oak, The	93
Permission for Social Events	70
Phi Alpha Zeta	79
Phi Sigma Pi	79
Physical Education Program	98
Pi Kappa Sigma	74
Pi Omega Pi	72
Placement Service	53
Posters	94
Post Office	34, 56
Psycho-Educational Bureau	42
Publications:	
Activities Calendar Bulletin	94

Daily Bulletin	94
Indiana Penn	93
Posters	94
Student Handbook	94
Teachers College Bulletin	94
The Oak	93
Quality Points	30
Radio Broadcasting	42
Regularly Scheduled Activities	112
Religious Life Committee	87
Religious Organizations	88
Resident Women, Regulations:	
Dormitory Regulations	51
Care of Rooms and Halls	54
Dress of Women Students	54
Fire Regulations	43, 57
Guests	58
Laundry and Shampoo Rooms	55
Lights	53
Money and Valuables	60
Post Office	34, 56
Quiet Hours	53
Smoking	57
Telephone Service	35, 55
Social Privileges	60
Automobile Riding	63
Daily Privileges	60
Overnight Permission	63
Special Permissions	64
Vacation Regulations	64
Week-end	62

Resident Women's League	51
Rifle Club	99
Schedule, Student Individual	154, 155
Scheduled Activities on Calendar	115
Scheduled Meetings	112
Science Club	84
Secondary Education Club	85
Sigma Sigma Sigma	74
Sigma Tau Gamma	79
Social Life Committee	87
Social Privileges	60
Social Rooms	36
Songs	102
Sororities Educational:	
Alpha Sigma Alpha	73
Alpha Sigma Tau	73
Delta Sigma Epsilon	74
Pi Kappa Sigma	74
Sigma Sigma Sigma	74
Thera Sigma Upsilon	74
Speech Clinic	42
String Orchestra	85
String Quintet	85
Student Bank	34
Student Cooperative Association	50
Student Council	48
Student Employment	43
Student Government	48
Student Handbook	94
Student Teaching, Eligibility for	33
Students Central Treasury	34
Swing Band	85
Tardiness and Absence	31

Teachers College Bulletin	94
Telephone Office	35, 55
Testing Program for Freshmen	28
Theta Sigma Upsilon	74
Transfer of Credits	29
Vesper Service	89
Veterans Information	14
Wilson Hall Library	38
Winter Sports Club	99
Women's Advisory Board	51
Women's Athletic Association	101
Women's Chorus	86
Women's Varsity "I" Club	100
Y. M. C. A.	88
Y. W. C. A.	88

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Telephone No.....

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